

**WHITE OAK LIBRARY DISTRICT  
AUGUST 28, 2012  
PUBLIC HEARING @ 6:30 PM – REGULAR BOARD MEETING @ 7:00 PM  
ROMEOVILLE BRANCH**

**PUBLIC HEARING** –6:30 PM – Budget & Appropriation Ordinance

**PLEDGE OF ALLEGIANCE**

President Ann Lopez-Caneva opened the Public Hearing on the Budget & Appropriation Ordinance at 6:30 p.m. Board members present: Deanna Amann, Gordon Butler, Gayle Crompton, Nancy Hackett, Ann Lopez-Caneva, Christine Siegel, and Adam Sulich. Board member(s) absent: none.

Public in attendance: Pete Delaney, William Harrigan, and K. Howard.

There were no public comments. President Ann-Lopez Caneva closed the public hearing at 7:00 p.m.

**REGULAR BOARD MEETING**

**CALL TO ORDER**

President Ann Lopez-Caneva called the Regular Board Meeting to order at 7:00 p.m. Board members present: Deanna Amann, Gordon Butler, Gayle Crompton, Nancy Hackett, Ann Lopez-Caneva, Christine Siegel, and Adam Sulich. Board member(s) absent: none.

**PUBLIC COMMENTS**

Pete Delaney stated he was concerned the current Crest Hill construction project would have insufficient funds to enable the facility to be built and operated successfully. Scott Pointon and the Board assured Mr. Delaney that the District is taking all prudent fiscal actions to ensure the project would be accomplished within the set budget.

William Harrigan stated that it was regrettable that a local Crest Hill contractor was not eligible to bid on the Crest Hill project, as they are not a union contractor.

President Ann Lopez-Caneva thanked the participants for their comments.

**MINUTES**

*Christine Siegel moved to approve the July 24, 2012 Regular Board Meeting Minutes be approved as presented. Nancy Hackett seconded the motion. All voted aye. Motion carried.*

**CORRESPONDENCE** – none

## **TREASURER'S REPORT**

Treasurer Deanna Amann read the Treasurer's Report for July 2012. Cash on hand as of July 1, 2012 was \$15,558,093.36. Income as of July 31, 2012 was \$486,996.87. Disbursements as of July 31, 2012 were \$1,080,457.86. Transfers and adjustments—\$107,824.98 was transferred from the MB Financial Bank Money Market Bond Account to the Harris Corporate Fund Account to cover smaller bond expenses. \$1,000.00 in grant money (which is part of the Corporate Fund) was moved to be included in the Corporate Fund line total. Cash on hand as of July 31, 2012 was \$14,964,632.37. Cash on hand in the Bond Account as of July 31, 2012 was \$13,163,610.71.

*Deanna Amann moved to approve the July 2012 Treasurer's Report as presented, with the payment of the August 15, 2012 bills for \$697,218.96, the August 1, 2012 payroll of \$86,725.86, the August 15, 2012 payroll of \$87,485.36, and the August 29, 2012 payroll of \$87,044.85. Gayle Crompton seconded the motion. Roll call indicated: Ayes—Deanna Amann, Gordon Butler, Gayle Crompton, Nancy Hackett, Ann Lopez-Caneva, Christine Siegel, and Adam Sulich. Nays—none. Motion carried.*

Personal Property Replacement Tax received to date totaled \$48,260.81. The Township's estimate of funds to be received for FY 2012-2013 had not yet been provided.

2011 Levy Real Estate Distributions and Interest received to date was \$2,540,679.61. Percentage received to date is 57.876%.

Current interest rates as of August 28, 2012 for money market accounts are as follows: Harris Bank—0.100% and Illinois Funds—0.094%.

## **DIRECTOR'S REPORT**

Scott Pointon did not have additional information to report. Board members were curious as to library usage within the new Pinnacle cooperative. Statistics show that our District has positive usage and patrons have responded favorably to how Pinnacle obtains and distributes materials in a more efficient manner.

## **OLD BUSINESS**

### **BUILDING UPDATES**

Crest Hill – We have 2 of the necessary 3 permits in place to allow work to begin on site, with the grading and building permit completed. The site development permit, which covers the installation of utilities and some water retention pipes, is still being crafted.

Lockport – Ground breaking will occur on Wednesday, August 29, 2012 at 10:00 a.m. at the Lockport site. Scott Pointon stated he will be bringing some cost changes for the Lockport project to the Board next month as a result of code review issues.

Romeoville – Contractors are finalizing all punch list items.

## **BUDGET & APPROPRIATION ORDINANCE # 2012-148**

The Board reviewed the document.

*Gayle Crompton moved the Board adopt Ordinance No. 2012-148—Fiscal Year July 1, 2012 to June 30, 2013 Budget and Appropriation Ordinance of the White Oak Library District Will County, Illinois. Deanna Amann seconded the motion. Roll call indicated: Ayes—Deanna Amann, Gordon Butler, Gayle Crompton, Nancy Hackett, Ann Lopez-Caneva, Christine Siegel, and Adam Sulich. Nays—none. Motion carried.*

EXECUTIVE SESSION – Real Property –none needed

EXECUTIVE SESSION – Personnel – none needed

## **NEW BUSINESS**

### RESOLUTION TO DETERMINE ESTIMATE OF TAX FUNDS # 2012/08-01

The Board reviewed the document.

*Deanna Amann moved the Board adopt Resolution No. 2012/08-01—Resolution of the Board Trustees of the White Oak Library District Will County, Illinois, Determining an Amount of Money Necessary to be Raised by Taxation for the July 1, 2012 – June 30, 2013 Fiscal Year. Nancy Hackett seconded the motion. Roll call indicated: Ayes—Deanna Amann, Gordon Butler, Gayle Crompton, Nancy Hackett, Ann Lopez-Caneva, Christine Siegel, and Adam Sulich. Nays—none. Motion carried.*

### DISTRICT IN-SERVICE AND HOLIDAY PARTY

Scott Pointon proposed the District close all three facilities on Friday, October 19, 2012 for a staff in-service day. Scott Pointon also proposed the Board hold the District's annual holiday party on Friday, December 7, 2012 at the Romeoville Branch. The Board approved of both the in-service closing and the date for the holiday party.

### APPROVAL OF JOB DESCRIPTION

Scott Pointon presented the job description for the position of Outreach Manager. This position is being filled by Tina Williams and she has been undertaking these duties for the past month. The Board reviewed the job description. *Christine Siegel moved the Board approve the job description for the position of Outreach Manager as presented. Adam Sulich seconded the motion. All voted aye. Motion carried.*

### APPROVAL OF CONTRACTORS PAYMENTS

The Board reviewed the contractors' payments as submitted.

*Nancy Hackett moved the Board approve the contractor's certificate of payments to the Lombard Company in the amount of \$425,989.00 (Romeoville Renovation), and also to the Lombard Company in the amount of \$111,347.00 (Crest Hill Branch). Gayle Crompton seconded the motion.*

Adam Sulich noted the date on the Lombard certificate of payment in the amount of \$111,347.00 for the Crest Hill Branch was listed as August 1-31, 2012. As this time period was not past, the Board desired a corrected certificate of payment.

*Nancy Hackett amended her original motion to exclude the certificate of payment to the Lombard Company in the amount of \$111,347.00. Gayle Crompton seconded the motion. Roll call indicated: Ayes—Deanna Amann, Gordon Butler, Gayle Crompton, Nancy Hackett, Ann Lopez-Caneva, Christine Siegel, and Adam Sulich. Nays—none. Motion carried.*

A corrected certificate of payment, with the appropriate dates, will be requested from the Lombard Company and submitted for payment.

**SERVING OUR PUBLIC 2.0: STANDARDS FOR ILLINOIS PUBLIC LIBRARIES 2009 EDITION—Chapter 3 – Personnel**

The Board reviewed the standards in question and determined the District follows all appropriate guidelines and standards.

**ADJOURNMENT**

*Deanna Amann moved for adjournment at 8:15 p.m. Gordon Butler seconded the motion. All voted aye. Motion carried.*

