

**WHITE OAK LIBRARY DISTRICT  
SEPTEMBER 27, 2011  
REGULAR BOARD MEETING @ 7:00 PM  
CREST HILL BRANCH**

**PLEDGE OF ALLEGIANCE**

**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 members absent: none.

**PUBLIC COMMENTS**—none.

**MINUTES**

*Christine Siegel moved to approve the August 23, 2011 Public Hearing and Regular Board Meeting Minutes as presented. Gayle Crompton seconded the motion. All voted aye. Motion carried.*

*Christine Siegel moved to approve the September 13, 2011 Special Board Meeting Minutes as presented. Gayle Crompton seconded the motion. All voted aye. Motion carried.*

**CORRESPONDENCE**

The District received a note from Ms. Graft complimenting staff on their assistance with the details of a memorial gift.

**TREASURER'S REPORT**

Treasurer Deanna Amann read the Treasurer's Report for August 2011. Cash on hand as of August 1, 2011 was \$21,485,894.61. Income as of August 31, 2011 was \$558,990.78. Disbursement as of August 31, 2011 were \$1,509,907.84. Transfer and adjustments--\$175,000.00 was transferred from the Building Bond Account to the Building Reserve Account to be used towards the purchase of the property in Crest Hill. Cash on hand as of August 31, 2011 was \$20,534,977.55. Cash on hand in the Bond Accounts as of August 31, 2011 was \$18,971,058.18.

*Deanna Amann moved to approve the August 2011 Treasurer's Report as presented, with the payment of the September 15, 2011 bills for \$1,761,834.38, the September 14, 2011 payroll of \$78,148.25, and the September 28, 2011 payroll of \$79,309.83. Christine Siegel seconded the motion. Roll call indicated: Ayes—Deanna Amann, Gordon Butler, Gayle Crompton, Nancy Hackett, Ann Lopez-Caneva, Christine Siegel, and Adam Sulich.*

Personal Property Replacement Tax received to date was \$39,487.88. The township estimate to

be received for FY 2011-2012 is \$221,853.98. 2010 Levy Real Estate Distributions and Interest received to date totaled \$4,068,785.95. Percent received to date is 95.241%.

The current interest rates as of September 27, 2011 for money market accounts are as follows: Harris Bank—0.100% and Illinois Funds—0.050%.

## **DIRECTOR'S REPORT**

In addition to his written report, Scott Pointon reviewed the draft lease contract with the Gaylord Building for providing space for Lockport library services. Some minor changes were pointed out, along with some grammatical errors. A clean copy of the lease will be placed on the October agenda. Scott Pointon also reviewed various funding initiatives he is currently undertaking to provide for public computer purchases.

## **OLD BUSINESS**

### **BUILDING UPDATES**

Crest Hill—Signage has been devised to be placed on the site of the future Crest Hill facility.  
Lockport—No further updates, aside from the Gaylord Building lease agreement  
Romeoville—Renovation continues, with the lower level progressing nicely.

### **REVISED JOB DESCRIPTION—MAINTENANCE SPECIALIST**

*The Board reviewed the job description as presented. Christine Siegel noted a grammatical error under “Responsibilities and Duties” –number 3 – “weekends” should be “weekend”.*

*Deanna Amman moved the Board adopt the revised job description, with one noted correction, as presented. Christine Siegel seconded the motion. All voted aye. Motion carried.*

**EXECUTIVE SESSION**—Real Property—none needed.

**EXECUTIVE SESSION**—Personnel—none needed.

## **NEW BUSINESS**

### **APPROVAL OF BID FOR DISTRICT TRUCK**

Tabled for this meeting until all the bids are available for review.

### **APPROVAL OF ROMEOVILLE SIGNAGE BID PACKAGE**

The Board reviewed the bid package for signage for the Romeoville Branch. PSA Dewberry recommended the low bidder, Poblocki Sign Company.

*Christine Siegel moved the Board accept Romeoville signage bid from Poblocki Sign Company in the amount of \$24,138.00. 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.*

## **DISCUSSION AND APPROVAL OF MISSION STATEMENT**

The Board reviewed the mission statement. Nancy Hackett suggested that the word “alongside” be replaced with the word “with”. The Board agreed to this change.

*Gayle Crompton moved the Board accept the Mission Statement, with one noted correction, as presented. Nancy Hackett seconded the motion. All voted aye. Motion carried.*

## **APPROVAL OF CONTRACTOR’S PAYMENTS**

The Board reviewed the payment submitted.

*Gayle Crompton moved the Board approve payment to The Lombard Company in the amount of \$368,960.00. Christine Siegel 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.*

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

The Board reviewed the chapter in question. Some consideration was given to the fact the District may need to increase some of the pay scales to remain competitive in the job market.

## **ADJOURNMENT**

*Deanna Amann moved for adjournment at 8:05 p.m. Christine Siegel seconded the motion. All voted aye. Motion carried.*