

MINUTES OF A REGULAR MEETING OF THE BOARD OF LIBRARY TRUSTEES
OF THE BARRINGTON PUBLIC LIBRARY DISTRICT

A Regular Meeting of the Board of Library Trustees was held on February 13, 2023, at 7:00 p.m. in the Zimmerman Room at the Barrington Area Library. Notice of this meeting was sent to the Board and the Press on February 10, 2023.

Present and acting as trustees were:

Carrie Carr, President
Don Minner, Vice President
Jennifer Lucas, Treasurer
Jan Miller, Secretary
Anne Ordway
Bill Pizzi
Denise Tenyer

Also in attendance were:

Kristin Cunningham
Kelly Dittmann
Rachel Forsyth-Tuerck
Marie Hansen, Village of Barrington
Chase Heidner
Jackie McGrath
Lindsay Prigge

Staff in attendance:

Thomas Nielsen, IT Manager
Jason Pinshower, Executive Director
Lisa Stordahl, Office Manager
Barb Wurster, Finance Manager

I. CALL TO ORDER

President Carr called the meeting to order at 7:00 p.m.

II. ROLL CALL

Lisa Stordahl called the roll.

III. AUDIENCE RECOGNITION AND PUBLIC COMMENT

President Carr welcomed everyone to the meeting and asked if anyone would like to address the Board. Lindsay Prigge asked that the photos and descriptions of each of the study rooms be updated on the website.

President Carr suggested that the Board move Marie Hansen, from the Village of Barrington, up on the agenda.

Ms. Hansen gave a presentation on the current status of the Route 14 Underpass Project beginning with the project timeline. IDOT property acquisition is currently underway, followed by Project Letting which is scheduled for the winter of 2023. Construction is anticipated to begin with tree removal in late 2023, followed by construction in the spring of 2024 which should take 18-24 months to complete. A temporary four lane roadway will facilitate accelerated permanent roadway construction and will maintain safe travel and library access during construction. The library parking lot and the Berry Road intersection, including the traffic light, will not be affected.

IDOT has presented appraisals and purchase offers to all parcel owners and is seeking permanent acquisition of library land for the installation of a multi-use path, and temporary easements to be used for construction needs, including the temporary Route 14 roadway. Grading, paving and restoration work in proximity to the Library's entrance will be coordinated with flaggers to control entry and exit from the Library when necessary, and the village will work to stage and schedule the work around Library peak hours and events.

Once construction concludes, the temporary easements will be restored to substantial conformance of the pre-construction condition. The Village will coordinate detention restoration design with the Library to best manage permitting requirements and maintenance considerations. Environmental considerations will include tree canopy restoration using diverse, native species and wetland banking to mitigate any loss that will occur from the project. After answering questions from the Board, Ms. Hansen left the meeting.

IV. APPROVAL OF THE MINUTES

The minutes from the January 9, 2023 Regular Meeting were reviewed. There were no corrections. Treasurer Lucas made a motion to approve the meeting minutes as presented. Trustee Pizzi seconded the motion.

Ayes: Carr, Lucas, Miller, Minner, Ordway, Pizzi, Tenyer
Nays: None
Abstain: None
Absent: None
Motion: CARRIED.

V. MISCELLANEOUS REPORTS / BUSINESS

President's Report

President Carr congratulated Laura Morici, Customer Service, on her upcoming Retirement.

President Carr thanked the KF chapter of the PEO Sisterhood for their \$50.00 donation in appreciation of the Library's meeting rooms.

Treasurer's Report

Treasurer Lucas presented the January Financial Statement. The beginning balance was \$11,469,876.80. January revenue totaled \$762,514.09, with expenditures equaling \$659,620.18; leaving an ending balance of \$11,572,770.71.

Secretary Miller asked why the cover sheet was showing a negative number in the donation column. The Finance Manager stated that she would look into that and report back.

Treasurer Lucas moved to approve the Treasurer's Report and bills for payment as presented. Vice President Minner seconded the motion.

Ayes: Carr, Lucas, Miller, Minner, Ordway, Pizzi, Tenyer
Nays: None
Abstain: None
Absent: None
Motion: CARRIED.

Executive Director's Report

Director Pinshower let the Trustees know to be on the lookout for an email from Lake County about their Statement of Economic Interests.

In construction news, the Local History Room shelving is now in place. Staff are preparing items for the room and hope to have the space opened to the public Mid-March. The table in the quieter computing area has been installed and wiring is the works. We hope to have that space open to the public by month's end. Outside, tree removal has begun to the east of the trail that heads towards Citizens Park. All undesirable and understory trees will be removed. Some dead trees will be left for wildlife habitat. Trustees asked that Director Pinshower direct the company to take out all of the buckthorn in that area.

Director Pinshower was pleased to share that the Elgin Symphony Orchestra's Sounds of Winter concert had 152 attendees. Door count surpassed 18,000 visits for the first time since the Pandemic and is up 55% from last January. Other statistics of note include:

- Study Room usage – up 102% from last January
- Meeting Room usage – up 170% from last January
- Maker Lab visits – up 133% from last January

Director Pinshower shared a few Trustee Training opportunities offered by LACONI and ILA and asked that if anyone was interested to let him know.

VI. REPORTS OF COMMITTEES

Long Range Planning Committee:

Secretary Miller gave a summary of the Long Range Planning Committee meeting noting that the Trustees are interested in getting updated pricing information for the following projects:

- Administration Renovation
- Maker Lab Expansion
- Landscape Architect Plans for Outdoor Space Utilization

VII. OLD BUSINESS

None

VIII. NEW BUSINESS

The offer letter from IDOT was presented to the Trustees for the library property needed for the Route 14 Underpass project. The Trustees discussed the pros and cons of getting an independent appraisal. Vice President Minner made a motion to table a vote on the IDOT offer until the library can attain an independent appraisal. Trustee Tenyer seconded the motion.

Ayes: Carr, Lucas, Miller, Minner, Ordway, Pizzi, Tenyer

Nays: None

Abstain: None

Absent: None

Motion: CARRIED.

Director Pinshower presented the Proposal for an Independent Appraisal from MaRous & Company. Treasurer Lucas made a motion to engage MaRous & Company to conduct an independent appraisal and to

authorize the Executive Director to sign on the Board's behalf. The motion was seconded by Secretary Miller.

Ayes: Carr, Lucas, Miller, Minner, Ordway, Pizzi, Tenyer
Nays: None
Abstain: None
Absent: None
Motion: CARRIED.

The Bibliotheca Locker Agreement was discussed by the Board. This agreement would replace the lockers at the Barrington Hills Village Hall that were installed in 1997, and add new lockers at the library near the book drop, providing customers access to their materials at a time that is most convenient for them. Software and maintenance are included in the pricing. Trustee Tenyer moved, seconded by President Carr, to accept the Solution as a Service Agreement with Bibliotheca for Material Pickup Lockers in an amount not to exceed \$97,081.55 over six years, and to authorize the Director to sign on the Board's behalf.

Ayes: Carr, Lucas, Miller, Minner, Ordway, Pizzi, Tenyer
Nays: None
Abstain: None
Absent: None
Motion: CARRIED.

Director Pinshower shared the Engagement Letter from Meristem Advisors LLC. Treasurer Lucas made a motion, seconded by Secretary Miller, to engage Meristem Advisors, LLC for financial consulting and to authorize the Executive Director to sign on behalf of the Board of Trustees.

Ayes: Carr, Lucas, Miller, Minner, Ordway, Pizzi, Tenyer
Nays: None
Abstain: None
Absent: None
Motion: CARRIED.

IX. GENERAL INFORMATION

Director Pinshower shared information on Public Act 102-1088, Local Government Efficiency Act, which requires local governmental bodies to establish a committee to study local efficiencies and to report their recommendations to the county in which they are located. The board hopes to have their first meeting in May.

VI: ADJOURNMENT

There being no further business, a motion to adjourn the meeting was made by President Carr and seconded by Treasurer Lucas. All voted aye. **Motion carried.** The meeting was adjourned at 7:50 p.m.


Secretary