

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 October 9, 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 October 6, 2023.

Present and acting as trustees were:

Carrie Carr
Kristin Cunningham
Jennifer Lucas
Jackie McGrath
Jan Miller
Anne Ordway
Lindsay Prigge

Public in Attendance:

Paul Inserra, ATA Group
Doris Lorr, ATA Group
Shreeya Aahi, BHS
Faiz Ali, BHS
Sophia Chaturvedi, BHS
Eva Cochren, BHS
Laura Davis, Inverness
Bella Hausser, BHS
Rania Khanna, BHS
Mihilia Menta, BHS
Sarah Rampurnala, BHS
Vidhi Trivedi, BHS
Shannon Ulnny, BHS
Rhea Vyas, BHS

Staff in Attendance:

Jason Katsion, Deputy Director
Jason Pinshower, Executive Director
Lauren Rosenthal, Finance Manager
Lisa Stordahl, Business and Records 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. No one in attendance wished to address the board.

President Carr moved the Audit Presentation to the top of the meeting and invited Mr. Inserra up to address the board. Mr. Inserra gave an overview of the Audit Report for the fiscal year 2022-2023. Each section of the report was reviewed. Mr. Inserra reported that the audit ran smoothly and thanked Mr. Pinshower for responding quickly to any requests the auditors had. The library, once again, received a clean opinion.

Trustee Prigge made a motion to approve the Fiscal Year 2023 Financial Statements Audit and findings. The motion was seconded by Trustee Cunningham.

Ayes: Carr, Cunningham, Lucas, McGrath, Miller, Ordway, Prigge
Nays: None
Abstain: None
Absent: None
Motion: CARRIED.

IV. APPROVAL OF THE MINUTES

The minutes from the September 11th Regular Meeting were reviewed. A correction was requested by Trustee Cunningham. Trustee Cunningham moved to approve the meeting minutes as corrected. Secretary Ordway seconded the motion.

Ayes: Carr, Cunningham, Lucas, McGrath, Miller, Ordway, Prigge
Nays: None
Abstain: None
Absent: None
Motion: CARRIED.

The following minutes were reviewed:

- Long Range Planning Committee Meeting of September 11, 2023
- Budget, Finance, and Levy Committee Meeting of September 6, 2023
- Special Meeting of October 4, 2023

Vice President Miller made a motion to approve the Minutes from the Long Range Planning Committee of September 11, 2023; the Budget, Finance, and Levy Committee of September 6, 2023, and the Special Meeting of October 4, 2023 as presented. The motion was seconded by Trustee McGrath.

Ayes: Carr, Cunningham, Lucas, McGrath, Miller, Ordway, Prigge
Nays: None
Abstain: None
Absent: None
Motion: CARRIED.

The Board reviewed the Executive Session Minutes from October 4, 2023. Treasurer Lucas moved to approve the Executive Session Minutes as presented. Secretary Ordway seconded the motion.

Ayes: Carr, Cunningham, Lucas, McGrath, Miller, Ordway, Prigge
Nays: None
Abstain: None

Absent: None
Motion: CARRIED.

V. MISCELLANEOUS REPORTS / BUSINESS

President's Report

President Carr thanked Ms. Sharon Krasel for her \$150 donation to the library in appreciation of the Borrow by Mail Service.

Treasurer's Report

Treasurer Lucas presented the September Financial Statement. The beginning balance was \$12,053,217.85. Revenue received in September totaled \$1,417,844.64 with expenditures amounting to \$496,116.35; leaving an ending balance of \$12,974,946.14.

Treasurer Lucas moved to approve the Treasurer's Report and bills for payment as presented. Trustee Cunningham seconded the motion.

Ayes: Carr, Cunningham, Lucas, McGrath, Miller, Ordway, Prigge
Nays: None
Abstain: None
Absent: None
Motion: CARRIED.

Executive Director's Report

Director Pinshower shared that the BALibrary Values have been rolled out to staff via watch parties, and will be shown to the board at the conclusion of today's meeting.

We recently had a full day workshop with Engberg Anderson and we have received the project budget from Shales McNutt. We are aiming to be able to share the winning bids with the Board at the November Meeting.

In program news, Harvest Fest was a big success, bringing in over 1300 attendees. We have received a lot of positive feedback from Station Middle School regarding the Story Walk that we installed there. The Local History Room will have a soft opening at our Blast to Our Past Event scheduled for 10/21/23.

VI. REPORTS OF COMMITTEES

Treasurer Lucas recapped the Budget, Finance, and Levy Committee Meeting which occurred at 6 PM prior to the start of the Regular Meeting. Treasurer Lucas moved, seconded by Vice President Miller, to set the levy year 2023 at 4.5% above last year's extension. Director Pinshower will have an exact dollar amount once Cook County finalizes their numbers. The date for the levy adoption was set for November 13, 2023.

Ayes: Carr, Lucas, McGrath, Miller, Prigge
Nays: Cunningham, Ordway
Abstain: None
Absent: None
Motion: CARRIED.

Vice President Miller set a Personnel Committee Meeting for November 13, 2023 beginning at 6 PM for the Annual Review of the Executive Director. All are welcome.

VII. OLD BUSINESS

There was no old Business.

VIII. NEW BUSINESS

Director Pinshower presented the proposal from Hitchcock Design to the Board for consideration. The proposal consists of a 5 year master plan. Trustee Ordway asked if we could get a price breakdown for each of the sections that they design so the board can decide if they would like to have the work completed in stages, and if they could provide an estimate on what it will cost to maintain the space annually.

Trustee Prigge moved to approve the proposal from Hitchcock Design for Preliminary Design Services in an amount not to exceed \$79,200. The motion was seconded by President Carr.

Ayes: Carr, Cunningham, Lucas, McGrath, Miller, Ordway, Prigge
Nays: None
Abstain: None
Absent: None
Motion: CARRIED.

Director Pinshower asked the Board to consider a Staff In-Service Date of April 25, 2024, stating that having a spring date helps the staff be able to do more activities outdoors. Treasurer Lucas made a motion to approve the closing of the library on April 25, 2024 for the Staff In-Service Training Day. Vice President Miller seconded the motion.

Ayes: Carr, Cunningham, Lucas, McGrath, Miller, Ordway, Prigge
Nays: None
Abstain: None
Absent: None
Motion: CARRIED.

IX. GENERAL INFORMATION

Director Pinshower shared the Mission, Vision, Values Video discussed earlier with the Trustees.

VI: ADJOURNMENT

There being no further business, a motion to adjourn the meeting was made by Trustee Cunningham and seconded by Trustee McGrath. All voted aye. **Motion Carried.**

The meeting adjourned at 7: 58 p.m.

/s/ Anne Ordway

Secretary