

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 of the Barrington Public Library District was held on August 13, 2012, pursuant to notices sent to the board and the press on August 9, 2012.

Present and acting as trustees:

Donald F. Minner, President
Carolyn Welch Clifford, Vice President
Henry G. Wisniewski, Treasurer
Kathleen A. Peterson, Secretary
Richard J. Ryan, President Emeritus
Barbara A. Pintozzi
William J. Pizzi

Also in attendance:

Detlev Pansch, Executive Director
Steve Larson, financial consultant
Joe Huberty, Engberg Anderson Design
Shawn Kelly, Engberg Anderson Design
Wayne Tegeder, Friends of the Library
Allie and Ed Roney, patrons
Mike Comerford, reporter
Betty O'Grady, staff

President Minner welcomed the guests and roll was called. He asked for comments and/or corrections on the Regular Meeting minutes of July 9. There were none. Mr. Ryan moved, and Mr. Pizzi seconded, to approve those minutes.

Ayes: Minner, Clifford, Wisniewski, Peterson, Ryan, Pintozzi, Pizzi

Nays: 0

Motion CARRIED.

Under President's report, Mr. Minner stated that the director was asked to speak with Steve Larson about money in the reserve fund and the overall balance in order to prepare for the renovation. Mr. Larson presented a large chart containing information on all operating funds and projections through 2020. He discussed the chart and answered trustees' questions. His summary was that the library is in good financial shape and that would allow flexibility in planning for the renovation.

Mr. Larson stated that the board should be comfortable because it has the ability to do any of the projects under consideration.

Director Pansch noted that 20% of the design development plan would cost \$85,160.00. Mr. Pizzi moved, and Mr. Ryan seconded, to accept this proposal from Engberg Anderson.

Ayes: Minner, Clifford, Wisniewski, Peterson, Ryan, Pintozzi, Pizzi

Nays: 0

Motion CARRIED.

Treasurer Wisniewski presented the Treasurer's report. Beginning balance was \$8,538,128.81 with receipts of \$749,770.25 and expenditures of \$461,297.36. Ending balance for June 2012 was \$8,826,601.70 which is \$1,814,911.52 greater than that of one year ago. Mr. Ryan moved, and Ms. Peterson seconded, to approve the Treasurer's report and bills for payment as presented.

Ayes: Minner, Clifford, Wisniewski, Peterson, Ryan, Pintozzi, Pizzi

Nays: 0

Motion CARRIED.

Ms. Pintozzi presented the Audit Committee report. The committee had met and completed the audit and all items are accounted for.

Director Pansch presented his report. He stated that an electronic copy of *Check It Out* is being planned for four times a year. The print edition would continue but would become opt-in for patrons. Print copies would also be available in the building.

We would like to put a shelter over the lockers in Willow Park to protect the materials and the patrons. Mr. Pansch spoke with the park district. Anyone using the shelter would be visible.

The annual report to the State Librarian regarding expenditures, salaries, personnel, hours, programs, and attendance is prepared and ready to be sent. The board directed that it should be forwarded to the State Librarian, Jesse White.

The snow plowing contract with Ralph Kottke & Sons was received. The charges are the same as last year. After discussion, Mr. Wisniewski moved, and Mr. Ryan seconded, to approve the contract.

Ayes: Minner, Clifford, Wisniewski, Peterson, Ryan, Pintozzi, Pizzi

Nays: 0

Motion CARRIED.

Mr. Pansch requested that the capitalization threshold be changed from \$1,000.00 to \$2,500.00. He stated that it would make tracking easier for the account. Mr. Wisniewski moved, and Ms. Clifford seconded, to approve the increase in the capitalization threshold.

Ayes: Minner, Clifford, Wisniewski, Peterson, Ryan, Pintozzi, Pizzi

Nays: 0

Motion CARRIED.

Director Pansch stated that the procedure for recognition of staff milestones should be changed. Staff members with 10, 20, 25, and 30 years of service are recognized. In the past, those with 20, 25, and 30 years of service received a gift of crystal, silver or gold, depending on the years. In the future, the monetary amount would remain the same, but a gift card would be used. Mr. Minner moved, and Ms. Pintozzi seconded, to approve the change to gift cards for employee recognition.

Ayes: Minner, Clifford, Wisniewski, Peterson, Ryan, Pintozzi, Pizzi
Nays: 0
Motion CARRIED.

An energy study comparing reconditioning of mechanical systems to replacement of systems in the amount of \$10,000.00 was recommended. Mr. Wisniewski moved, and Ms. Clifford seconded, to commission the study.

Ayes: Minner, Clifford, Wisniewski, Peterson, Ryan, Pintozzi, Pizzi
Nays: 0
Motion CARRIED.

Ms. Pintozzi presented the Liaison for the Gallery in the Library report. An artist's reception was held on August 10 for a well-known Chicago artist, Kathleen Eaton. Many of her paintings of Chicago are exhibited in the Gallery.

Mr. Tegeder presented the Friends of the Library report. Books continue to arrive. There are a few more carts in the lobby. The Friends have learned that people buy books between the book sales. At the last board meeting, it was decided to keep the Friends as an ongoing organization. The last sale will be in October, 2012.

The board agreed to hold a Personnel Committee meeting at 6:30 p.m. on September 10, just before the Regular Meeting.

There being no further business, Ms. Clifford moved, and Mr. Wisniewski seconded, to adjourn.

Ayes: Minner, Clifford, Wisniewski, Peterson, Ryan, Pintozzi, Pizzi
Nays: 0
Motion CARRIED.


Kathleen A. Peterson, Secretary

Adjournment was at 7:55 p.m.