

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 June 9, 2014, at 7:00 p.m. in the Conference Room of the Barrington Area Library pursuant to notices sent to the board and the press on June 6, 2014.

Present and acting as trustees were:

Donald F. Minner, President
Henry G. Wisniewski, Treasurer
Carrie F. Carr
William J. Pizzi
Richard J. Ryan, President Emeritus

Absent was:

Carolyn Welch Clifford, Vice President
Barbara Pintozzi, Secretary

Also in attendance were:

Detlev Pansch, Executive Director
Rose Faber, Head of Adult Services
Cheryl Riendeau, Staff
Mr. Bob Webb, BETA

President Minner called the meeting to order and acknowledged Mr. Webb. President Minner asked if there were questions on the minutes of the May 12 Regular Meeting. There were none. Mr. Ryan moved, and Mr. Wisniewski seconded, to approve the minutes of May 12 as presented.

President Minner congratulated Becky Fyolek on her fifth work anniversary and Rose Faber on her 25th work anniversary. There was a round of applause for Ms. Faber.

Ms. Faber then gave a presentation on the library's Book Club policies which were adopted in September 2010. These policies allow for purchasing multiple copies of books based on general reading interests and input from the Book Clubs. The library will also purchase books on request but needs eight to ten weeks notice for ordering, cataloging, and processing into the collection. There is a six week loan period for the materials in this collection, which is now featured prominently on the second floor.

The Book Club collection and the accompanying services are advertised on the library's website, Facebook, Twitter and through a YouTube video which has received 111 views. This collection has not been advertised heavily during the renovation due to space issues. There is an updated video in process that will be posted on YouTube and a letter is being drafted to 75 registered Book Clubs in the district.

There was a discussion about the importance of communicating these services to avoid frustration in obtaining Book Club materials, including the popular book discussions led by Lanny Ori. Prior to 2010, the library obtained additional Book Club copies via interlibrary loan (ILL). This service required one full-time staff member to process ILL requests for the clubs alone. Our current method of purchasing additional copies of books is

more cost effective than loaning them from other libraries and is practiced by many libraries in our area.

The check-out policies of the Book Club collection were discussed as well as adding additional copies to this collection to satisfy the patrons who are browsing. Featuring book clubs on the website and on the community pages was discussed. Ms. Faber will feature this collection and the corresponding services in her talks in the community. Director Pansch mentioned that Ms. Faber is representing the library as a member of the 2015 Sesquicentennial Committee of the Village of Barrington and is participating in activities out in the community. The Board of Library Trustees thanked Ms. Faber for the presentation and she left the meeting.

Ordinance 2014-1, the schedule of Regular Meetings of the Board of Library Trustees for the fiscal year July 1, 2014 to June 30, 2015 was reviewed. Ms. Carr moved, and Mr. Minner seconded, to adopt Ordinance 2014-1.

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

Ordinance 2014-2, an Ordinance adopting the prevailing wage rate for laborers, workers and mechanics employed on any public works of the Barrington Public Library District was reviewed. Mr. Minner moved, and Mr. Wisniewski seconded to adopt Ordinance 2014-2.

Ayes: Minner, Wisniewski, Carr, Pizzi
Nays: Ryan
Absent: Clifford, Pintozzi
Motion: CARRIED.

The engagement letter for McClure, Inserra & Company, Chartered was reviewed. Mr. Wisniewski moved, and Mr. Pizzi seconded to engage this firm for the 2014 audit.

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

The Edwards Engineering maintenance agreement for the HVAC systems was reviewed. We received three quotes for the maintenance of these systems. Edwards Engineering's quote is around \$1500 less than our previous agreement with them. Mr. Wisniewski moved, and Mr. Ryan seconded to approve the maintenance contract as presented.

Ayes: Wisniewski, Carr, Pizzi, Ryan
Nays: 0
Absent: Clifford, Pintozzi
Abstention: Minner
Motion: CARRIED.

Mr. Wisniewski presented the Treasurer's report. Beginning balance was \$5,303,950.75 with receipts of \$312,884.10 and expenditures of \$888,931.23; leaving an

ending balance of \$4,727,903.62. This ending balance is \$3,269,458.46 less than that of one year ago.

Mr. Ryan moved, and Mr. Minner seconded, to approve the Treasurer's report and bills for payment as presented.

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

Director Pansch stated there are no Contingency items to report. Director Pansch announced Marie Thomas' retirement after 35 years, effective August 8, 2014. In the past year, Ms. Thomas took on the job of Head of Building Services as well as retaining her responsibilities as Head of Circulation. In hiring her replacement, the recommendation is to rename and post this position with the title Head of Operations. Director Pansch wanted the consensus of the Board before posting this job and after a brief discussion, the Board gave consent to post Ms. Thomas' job with the title Head of Operations.

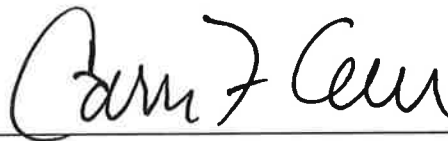
The Board of Library Trustees reviewed a proposal from the Garden Club of Barrington to place a memorial plaque and a stone in the terraced garden outside of the Multipurpose Rooms. This garden will be named the Ruth and Robert Work Memorial Garden. The Board agreed with this proposal for as long as the Garden Club of Barrington maintains this area.

In New Business, Mr. Ryan would like to schedule a Personnel Committee meeting on July 14, 15 minutes prior to the Regular meeting in order to review compensation and performance of an employee. Mr. Ryan would like Human Resources to compile a list of comparable positions. The Finance Committee will also meet prior to the July 14 Regular Board meeting.

There being no further business, Ms. Carr moved, and Mr. Minner seconded, to adjourn.

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

Adjournment was at 7:37 p.m.



Carrie F. Carr, Secretary Pro tem