

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

A Public Hearing and Regular Meeting of the Board of Library Trustees were held on September 10, 2018, 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 September 7, 2018.

Present and acting as trustees were:

Donald F. Minner, President
Carolyn Welch Clifford, Vice President
Carrie F. Carr, Treasurer
Barbara Pintozzi, Secretary
Denise Tenyer
William J. Pizzi (entered at 7:13 p.m.)

Absent was:

Denise Peters

Also in attendance were:

Shaun Kelly, Engberg Anderson
Jesse Henning, Executive Director
Lisa Stordahl, Staff

President Minner called the meeting to order and asked if there were questions on the minutes of the August 13 Regular Meeting. There were none. Ms. Pintozzi moved, and Ms. Tenyer seconded the motion to approve the minutes of the August 13 meeting as presented. **The motion passed unanimously.**

President Minner welcomed Shaun Kelly from Engberg Anderson and invited him to begin his presentation of the Capital Projects Plan. Mr. Kelly stated that there are three major projects that need to be addressed based on the current condition of the building. First, the Library cooling system is at the end of its intended life cycle and needs to be replaced. Options that are more efficient are available and will increase customer comfort and reduce operation costs. Second, the exterior façade, in particular the masonry and window systems, require attention. This project will focus on the repair and replacement of the areas that are in need. The last project is the renovation of the upper parking lot, which will begin after the cooling system has been replaced to allow for more options in the parking lot design and renovation. Mr. Kelly suggested that construction on the first two projects be scheduled for the spring of 2019, while the parking lot would be held until the fall of 2019. Having the work completed in the fall and spring will save the library money. After a short question and answer session, Mr.

Minner made a motion to allow Engberg Anderson to begin the work required to move the Capital Projects Plan forward. Ms. Clifford seconded the motion.

Ayes: Carr, Clifford, Minner, Pintozzi, Pizzi, Tenyer

Nays: None

Absent: Peters

Motion: CARRIED.

President Minner acknowledged the staff anniversaries of Nalini Jayaraman, Customer Service (15 years); and Cap Menes, Page (5 years). The Board offered their congratulations and appreciation for their tenure and service.

President Minner and Trustee Pintozzi praised the work of Karen McBride, the library's Public Information Manager, and all the library staff that were involved in the Rootsfest program that took place on Sunday, September 9. The concept was fantastic, the staff was welcoming, the music was great, and the weather was cooperative. It was a very successful event and everyone seemed to have a wonderful time.

President Minner asked if there were any questions or discussion on Ordinance 2018-4, Ordinance providing for budget and appropriations of Barrington Public Library District, Cook, Kane, Lake and McHenry Counties, Illinois for the fiscal year beginning July 1, 2018 and ending June 30, 2019. Ms. Carr moved and Ms. Clifford seconded a motion to adopt Ordinance 2018-4 as presented.

Ayes: Carr, Clifford, Minner, Pintozzi, Pizzi, Tenyer

Nays: None

Absent: Peters

Motion: CARRIED.

President Minner asked if there were any questions or discussion on Ordinance 2018-5, Ordinance authorizing levy of an additional tax for the purchase of sites and buildings, for the construction and equipment of buildings, for the rental of buildings required for library purposes and for the maintenance, repairs and alteration of the library building and equipment. Ms. Tenyer moved and Ms. Pintozzi seconded the motion to adopt Ordinance 2018-5 as presented.

Ayes: Carr, Clifford, Minner, Pintozzi, Pizzi, Tenyer

Nays: None

Absent: Peters

Motion: CARRIED.

Ms. Carr presented the Treasurer's Report for August 2018. Beginning balance was \$8,500,585.08 with receipts of \$893,749.35 and expenditures of \$565,264.66; leaving an ending balance of \$8,846,877.73. Year to date revenues are 24.60% of expected, while year to date

expenditures are 14.69% of the budget two months into the current fiscal year. There was a question about the expenditure line on the cover page of the financial statement. While the report listed “June” expenditures, the Board thought it should be “August” expenditures. Director Henning thought it was probably a typographical error, but that he would consult with the interim Business Manager and get back to the Board with an answer. Ms. Carr moved and Ms. Clifford seconded the motion to approve the bills for payment as presented. However, with the question mentioned above still lingering, the Board decided to table the approval of the financial statement until the October Meeting.

Ayes: Carr, Clifford, Minner, Pintozzi, Pizzi, Tenyer

Nays: None

Absent: Peters

Motion: CARRIED.

Director Henning reported that this year’s audit fieldwork has been completed. The audit presentation is currently being prepared and will be presented to the Board of Trustees in October or November.

Director Henning has kept busy meeting with other leaders in the Barrington Community. He recently met with Suzanne Corr from the Barrington Area Chamber of Commerce, who asked him to serve on the Chamber of Commerce’s Advisory Council. He also met with Janet Agnoletti, the Executive Director of the Barrington Area Council of Governments, and Michele Smith from Harper College. He is looking forward to working with Barrington High School and Harper College to help develop volunteer positions at the library. These positions will help students complete a portion of the community service hours needed in order to qualify for the “Harper Promise Scholarship”, a program that provides up to two years of free tuition to any public school student in Harper’s boundaries that have met the qualifying conditions.

Continuing one-on-one conversations with each staff member continues to be a priority for Director Henning. In August, he met with each of the staff members from Digital Services, Technical Services and IT. He will start meeting with staff from Customer Service and Material Services next month.

Director Henning informed the Board that Jason Pinshower, Head of Adult Services, and Maggie Wake, Customer Service Manager, have begun working in their new positions and all is going well. The Board suggested that Director Henning invite them to attend an upcoming Board Meeting. Director Henning said that he would arrange for that to happen.

The Summer Learning Challenge has officially wrapped for this year and the results were outstanding. Director Henning reported that this year’s participation was the highest since 2013 and that children earned and created over 3,400 buttons.

Library staff from Sun Prairie, Wisconsin is considering a renovation and will be visiting our library soon for a tour.

Treasurer Carr and Director Henning have plans to meet with Tom Sawyer, of Sawyer Falduto, next week.

A Budget, Finance, and Levy Committee Meeting is scheduled for 6:30 P.M. prior to the start of the next Regular Board Meeting on October 8, 2018. A reminder will be sent before the meeting. All are welcome.

In Old Business, Director Henning thanked the Board for submitting their SOAR Assessment homework. The next step will be to get a Committee of the Whole scheduled. Director Henning will send out a doodle poll to ascertain the Board's availability and will schedule a date accordingly at that time.

In New Business, the Board thanked Board Secretary, Barbara Pintozzi, for volunteering to serve on the District 220 Referendum Committee.

There being no further business, President Minner moved, and Ms. Carr seconded, to adjourn. **The motion passed unanimously.**

Adjournment was at 8:28 p.m.


Secretary