

**BARRINGTON PUBLIC LIBRARY DISTRICT**  
**REGULAR MEETING MINUTES**

December 11, 2023, 7 PM

Meeting Room A

**I. CALL TO ORDER**

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

**II. ROLL CALL**

**Trustees Present:** Carr, Lucas, McGrath, Miller, Ordway, Prigge

**Trustees Absent:** Cunningham

A quorum is present.

**Staff Present:** Executive Director Jason Pinshower, J. Katsion, K. McBride, L. Rosenthal

**Guests in attendance:**

Brad Buker, Bartlett Tree Services; L. Davis

**III. AUDIENCE RECOGNITION AND PUBLIC COMMENT**

Public Comment was held. No one present wished to address the Board.

President Carr moved the Consideration of the Bartlett Tree Removal Proposal to the top of the agenda. Mr. Buker presented the proposal and recommendation from Bartlett Tree Experts and answered questions from the Trustees.

Motion by President Carr to approve the tree removal proposal from Bartlett Tree Experts in an amount not to exceed \$27,980.00 and to allow the Executive Director to sign on the Board's behalf.  
Second: Trustee McGrath

Ayes: Carr, Lucas, McGrath, Miller, Ordway, Prigge

Nays: None

Absent: Cunningham

Abstain: None

**Motion: CARRIED.**

President Carr invited Ms. Karen McBride, the Library's Public Information Manager, to share the annual report. The report will be shared with the public via email on December 12, 2023.

**IV. APPROVAL OF MINUTES**

Motion by Vice President Miller to approve the Regular Meeting Minutes of November 13, 2023 as presented.

Second: Treasurer Lucas

Ayes: Carr, Lucas, McGrath, Miller, Ordway, Prigge

Nays: None

Absent: Cunningham

Abstain: None

**Motion: CARRIED.**

Motion by Trustee Prigge to approve the Budget, Finance, and Levy Minutes of October 9, 2023 as presented.

Second: Trustee McGrath

Ayes: Carr, Lucas, McGrath, Miller, Ordway, Prigge

Nays: None

Absent: Cunningham

Abstain: None

**Motion: CARRIED.**

Motion by Treasurer Lucas to approve the Personnel Minutes of November 13, 2023 as presented.

Second: Vice President Miller

Ayes: Carr, Lucas, McGrath, Miller, Ordway, Prigge

Nays: None

Absent: Cunningham

Abstain: None

**Motion: CARRIED.**

Motion by Trustee Prigge to approve the Executive Session Minutes of November 13, 2023 as presented.

Second: President Carr

Ayes: Carr, Lucas, McGrath, Miller, Ordway, Prigge

Nays: None

Absent: Cunningham

Abstain: None

**Motion: CARRIED.**

## **V. MISCELLANEOUS REPORTS/BUSINESS**

*President*

*Treasurer*

The monthly Treasurer's Report was reviewed. The beginning balance was \$12,373,426.95. Revenue received in November totaled \$1,125,101.74 with expenditures amounting to \$639,998.67; leaving an ending balance of \$12,858,530.02.

Treasurer Lucas moved to approve the Financial Report and Bills for Payment as presented.

Second: Trustee McGrath

Ayes: Carr, Lucas, McGrath, Miller, Ordway, Prigge

Nays: None

Absent: Cunningham

Abstain: None

**Motion: CARRIED.**

*Executive Director*

In building news, the Administration and Maker Lab Renovation construction is scheduled to begin on January 2, 2024.

Director Pinshower reviewed the Per Capita Grant requirements for Trustees, asking them to review Serving our Public 4.0 prior to the January meeting where the board will take action on the 2023 Per Capita Grant application.

## **VI. REPORTS OF COMMITTEES**

None.

## **VII. OLD BUSINESS**

None.

## **VIII. NEW BUSINESS**

### ***Consideration of Change Order 001 from Shales McNutt***

Motion by Treasurer Lucas to approve Change Order #001 PR-1 to add A/V to Electrical Scope in an amount not to exceed \$95,260.00 and to allow the Executive Director to sign on the Board's behalf.

Second: Trustee Prigge

Ayes: Carr, Lucas, McGrath, Miller, Ordway, Prigge

Nays: None

Absent: Cunningham

Abstain: None

**Motion: CARRIED.**

### ***Consideration of Audit Proposal***

Motion by President Carr to approve the Five-Year Audit Proposal from Lauterbach & Amen LLP as presented and allow the Executive Director to sign on the Board's behalf.

Second: Treasurer Lucas

Ayes: Carr, Lucas, McGrath, Miller, Ordway, Prigge

Nays: None

Absent: Cunningham

Abstain: None

**Motion: CARRIED.**

## **IX. GENERAL INFORMATION**

Trustee updates from ILA – postponed to the January Meeting

Reviewed letter from the Cultural Commission

## **X. ADJOURNMENT**

Motion by President Carr to adjourn the meeting at 8:16 p.m.

Second: Treasurer Lucas

All voted aye. ***Motion Carried.***

*/s/Anne Ordway*

Secretary