

LISLE LIBRARY DISTRICT
BOARD MEETING
March 14, 2012

The March Board Meeting was called to order at 7:30 p.m. at the Lisle Library District, 777 Front Street, Lisle, Illinois.

I. Roll call

Present:

Richard Flint – President
Mary Ellen Durbin – Treasurer
John Huff – Secretary
Cathy Melton – Trustee
Colleen Sehy – Trustee

Absent:

Jay French – Vice-President
Teri Hock – Trustee
Shannon Halikias – Director

Also Present:

Katharine Seelig – Assistant Director
Eileen Soliday – Recording Secretary
Jim Filliung – Architect
Tatiana Weinstein – Director of Adult Services
Beth McQuillan – Director of Technical Services
Peggy Kapala – Circulation Clerk
Tom Hummel – Lisle Resident
Mary Lynn Zajdel - Lisle Resident
Bob Siebert – Warrenville Resident

II. Opportunity for Visitors to Speak

B. Siebert stated the library received surplus taxes from the Navistar TIF. He asked the Board to consider abating these taxes.

M. Zajdel also stated the library received surplus taxes from the Navistar TIF. She asked the Board to abate \$34,000 from the Levy by the end of the month.

T. Hummel stated he agreed that the library should abate the TIF surplus funds. He also stated he attended the Physical Plant Committee Meeting on March 7, 2012 and he disagrees with the committee that the library needs new entrance doors. He would like the library to sell the rental property and is opposed to expanding the parking lot. He also stated he disagrees with the new Director's ideas for a computer lab and a larger building. He would like to keep spending under control.

III. Consent Agenda

A. Approve Minutes of February 8, 2012 Board Meeting

- B. Approve Minutes of March 7, 2012 Physical Plant Meeting
- C. Acknowledge Treasurer's Report, 02/29/12, Investment Activity Report, 02/29/12, Current Assets Report, 02/29/12, Revenue Report, 02/29/12, and Expense Report, 02/29/12
- D. Authorize Payment of Bills, 03/14/12

MOTION: M. Durbin moved to approve the Consent Agenda. J. Huff seconded. Roll Call Vote – All Aye

IV. Director's Report

- A. Assign Trustees for "Review of Bills Next Month"
Review March billings in April – M. Durbin and T. Hock

K. Seelig stated S. Halikias is in Philadelphia at the PLA Conference.

Trustees are encouraged to attend the Annual Laconi Trustee Banquet on Friday, April 20, 2012 in Lombard. Board member dinners will be paid by the library. Reservation forms were passed out.

Trustees were reminded to send in their Ethics Statements to the DuPage County Clerk.

The library held a Blood Drive in February; 18 units of blood were donated.

New, keychain library cards are available at the Circulation desk.

The library will be marching in the Village of Lisle's Fourth of July parade this year; we plan to have a book cart drill team.

V. Assistant Director's Report

K. Seelig stated there have been changes in our email program; we are moving to Outlook for in house emails.

VI. Communications

The library received a thank you note for the Travel Kit's the library put together for a family vacation.

A C.O.D. student sent a thank you letter for the landscape cuttings the library let him have for a class assignment.

Windy City Romance Writers presented the library with a check for \$50.00 as a thank you for the use of the meeting rooms.

M. Durbin thanked K. Seelig for the nice open house planned by the library to welcome new Director, Shannon Halikias.

VII. Committee Reports

- A. Finance –M. Durbin stated the library's total assets are \$6,300,000. \$800,000 has been moved to an IMET money account. The library is working on the budget process; a Committee of the Whole will meet on March 28, 2012 to go over the budget. There will be a Finance meeting in May with MB Financial.
- B. Personnel/Policy – The Personnel/Policy Committee is planning to meet on March 21, 2012 at 7:30 p.m.
- C. Physical Plant – J. Huff stated the Physical Plant Committee met on March 7, 2012 where S. Halikias presented ideas for a new desk area combining Audio-Visual and Readers Advisory and Technology. The Committee discussed the bids that came in for the new entrance doors. They also discussed the condition of the rental property.

VIII. Unfinished Business

A. Physical Projects

J. Huff turned to Architect J. Filliung for his report on the entrance door bids. J. Filliung stated the bid spread for the entrance doors was too wide. He also stated he talked to the Besam Company who suggested sliding doors that would be safer and quieter; these also would not need buttons to operate. The quote for sliding doors was \$18,000. M. Durbin stated the entrance doors are outdated, the battery operated buttons need constant service and the doors do not meet codes. C. Melton stated new doors would be expensive, but agrees they need to be changed. J. Filliung stated the new doors would open by pushing against them in an emergency situation. He also said he would not charge any extra architect fees for changing the style of the doors.

C. Sehy stated there is still a standing water issue in the outside seating area. K. Seelig said she talked with J. Ruhl who made some adjustments; the water does drain, but it may take some time. She will speak with J. Ruhl again to see if anything else can be done.

C. Sehy asked why a new desk would cost \$13,000. J. Huff stated it is not just a desk; it's an area that will bring the library into the 21st century. M. Durbin stated it will be a hub of technology that will circulate Nooks and Kindles.

J. Huff stated the Committee felt the extensive repairs on the rental property would be too costly and that the property would be better utilized as a much needed parking lot for the library. J. Huff asked J. Filliung how much a topographical survey would cost. J. Filliung stated it would cost about \$3,000. J. Huff suggested the Board authorize a topographical survey to be done on the property. C. Sehy asked if there would be a zoning issue. J. Filliung said there would not be a zoning issue. C. Sehy asked if the house needs to be torn down. J. Huff stated the Committee went over the home inspection with the architect and the repairs to the property would be extensive. C. Sehy stated she would like to pursue renting out parking spaces to commuters if a parking lot is to be built. J. Filliung presented a drawing of what the property might

look like if it was converted into parking and the possible traffic patterns. C. Sehy stated she was not as concerned after seeing these plans.

M. Durbin stated the full Board was not present, but she would like to see all three projects worked on. C. Melton agreed, she would like all three projects go ahead.

MOTION: J. Huff moved to approve \$2,500 for architectural drawings for a new Fiction/AV desk and \$3000 for a topographical survey to be done on the rental property. C. Melton seconded. Roll Call Vote – Richard Flint – Aye, Mary Ellen Durbin – Aye, John Huff – Aye, Cathy Melton – Aye, Colleen Sehy – Nay

IX. New Business

X. Executive Session

Not needed.

XI. Adjourn

MOTION: M. Durbin moved to adjourn the meeting. C. Melton seconded. Voice Vote – All Aye

The meeting adjourned at 8:50 p.m.

Recorded by

Eileen Soliday, Recording Secretary

Approved by the Board of Trustees on April 11, 2012

John Huff, Secretary of the Board