

LISLE LIBRARY DISTRICT
BOARD MEETING
October 10, 2012

I. Roll call

Present:

Richard Flint – President
Jay French – Vice President
Mary Ellen Durbin – Treasurer
John Huff – Secretary

Also Present:

Kathy Seelig – Assistant Director
Eileen Soliday – Recording Secretary
Ginger Boskelly – Finance Manager
Tatiana Weinstein – Director of Adult Services
Lindsey Dorfman – Director of Youth Services
Paul Hurt – Director of Circulation Services
Beth McQuillan – Director of Technical Services
Peggy Kapala – Aurora Resident

Absent:

Shannon Halikias – Director

II. Opportunity for Visitors to Speak

III. Consent Agenda – Action Required

- A. Approve Minutes of September 12, 2012 Public Hearing
- B. Approve Minutes of September 12, 2012 Board Meeting
- C. Approve Minutes of September 26, 2012 Finance Committee Meeting
- D. Acknowledge Treasurer's Report, 09/30/12, Investment Activity Report, 09/30/12, Current Assets Report, 09/30/12, Revenue Report, 09/30/12, and Expense Report, 09/30/12
- E. Authorize Payment of Bills, 10/10/12

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

IV. Director's Report

R. Flint and M. Durbin will review October billings in November.

K. Seelig stated that S. Halikias was in Peoria, attending ILA conference.

Friday, October 26th will be the Library In-Service day. This will focus on Safety and Security in the Library building.

A painter has been painting green accent walls throughout the library to freshen up the interior.

There were 669 library cards given out during National Library Month with much thanks to our Business Partnership program.

The new Connection Desk's technology is almost ready.

The Per Capita Grant is ready to be approved by the Board.

All final copy for the newsletter is due to Tari Marshall by October 12, 2012.

The status of the insurance claim for the library theft is that the offer to settle was too low. S. Halikias will call and ask for the claim to be resubmitted.

V. Assistant Director's Report

K. Seelig stated that Voter's Registration was very heavy on October 9, 2012, the last day to register.

R. Flint stated that the Board has two incumbents that will be up for election this year. The two to-be-appointed trustees will also be incumbents, and will have the opportunity to pick up election packets for the April 9, 2013 election but we do not know right now if they will choose to do this. December 24th will be the last day to accept election packets. E. Soliday will be there to accept them.

R. Flint stated there was a pre-construction meeting for the HVAC work. Monaco Mechanical plan to be finished with the job by the end of December. There will be bi-monthly construction meetings.

R. Flint attended the intergovernmental meeting. District 202 is dealing with some issues about stadium lights and parking.

K. Seelig stated Tari Marshall is planning a new look to the library newsletter, and she will be consulting with *Neighbors* magazine.

M. Durbin asked if the library has ever done an *Amnesty day*. K. Seelig stated we have done *Food for Fines* before. L. Dorfman stated that it would be a good idea to do an *Amnesty day* and link it to a certain date.

K. Seelig stated that the cloud email, through Microsoft office 365 is being tested by staff.

J. French asked to check the timer for the parking lot lights; they seem to be coming on too late.

VI. Communications

R. Flint stated the Board received a thank you note from a staff member for her service award.

A patron asked for more *Sonic the Hedgehog* comics.

A patron asked to have staff clean the DVD's better.

VII. Committee Reports

A. Finance

M. Durbin stated the library's total assets are 8 million dollars. She said the Finance Committee did its due diligence and consulted Ken Herdeman from Ehlers Investment Partners. She felt there were three positive reasons to go with them: cost savings, fiduciary responsibility, G. Boskelly will be involved in all transactions. There will not be a Finance Committee meeting in October.

B. Personnel/Policy

There is no meeting planned for Personnel/Policy.

C. Physical Plant

There is no meeting planned for the Physical Plant.

D. Steering Committee for Facilities Management

The Steering Committee will meet Tuesday, November 6, 2012 at 2:00 p.m. This committee will work the same way as the previous Steering Committee meetings when J. French and B. McQuillan co-chaired.

VIII. Unfinished Business

R. Flint stated that the Board will have to choose days and times for interviewing trustee candidates.

IX. New Business

A. Ehlers Investment Partners

MOTION: M. Durbin moved to enter into a contract with Ehlers Investment Partners. J. French seconded. Roll Call Vote – All Aye

J. French stated he was worried about MB Bank fining the library for ending their contract. R. Flint asked who will tell MB Bank; it was decided that S. Halikias would call MB Bank.

B. Approve Per Capita Grant

MOTION: M. Durbin moved to approve the Per Capita Grant Application. J. French seconded. Roll Call Vote – All Aye

C. Approve Resolution to Determine Estimate of Funds

This is an annual resolution of a written determination of what the library's proposed levy will be.

MOTION: M. Durbin moved to approve R13-02: Resolution to Determine Estimate of Funds Needed for 2012-2013 Fiscal Year. J. Huff seconded. Roll Call Vote – All Aye

R. Flint stated he received a letter from J. Filiung that his fees for the HVAC project were estimated to be 10% of \$360,000 = \$36,000; but the actual cost of the project will be \$387,800 so 10% of that will be \$38,780.

X. Executive Session

MOTION: J. Huff moved to go into Executive Session for: 5ILCS 120/2 (c)(3) The selection of a person to fill a public office, as defined in this Act, including a vacancy in a public office, when the public body is given power to appoint under law or ordinance, or the discipline, performance or removal of the occupant of a public office, when the public body is given power to remove the occupant under law or ordinance. J. French seconded. Roll Call Vote – All Aye

The Board went into Executive Session at 8:12 p.m.

The Board came out of Executive Session at 8:43pm.

XI. Adjourn

MOTION: J. French moved to adjourn the Board meeting. M. Durbin seconded. Voice Vote - All Aye.

The meeting adjourned at 8:43 p.m.

Recorded by

Eileen Soliday, Recording Secretary

Approved by the Board of Trustees on November 14, 2012.

John Huff, Secretary of the Board