

LISLE LIBRARY DISTRICT
BOARD MEETING
February 12, 2020 - 7:00 p.m.

1. Roll call

Present:

Thomas Hummel - President
Marjorie Bartelli - Vice President
Jenny Norton - Treasurer
Emily Swistak - Secretary
Thomas Duffy - Trustee
Karen Larson - Trustee
Liz Sullivan - Trustee

Also present:

Tatiana Weinstein - Director
Beth McQuillan - Assistant Director
Chris Knight - Recording Secretary
Marc Rogers - CCS International Inc., Project Manager

2. Opportunity for visitors to speak

One visitor addressed the Board. She read aloud a book excerpt dedicated to all librarians.

3. Assignments for reviewing monthly accounts payable

- a. President Hummel and Trustee Duffy reviewed the January billings in February
- b. Secretary Swistak and Trustee Sullivan will review the February billings in March

4. Consent Agenda

- a. Approve Minutes of the January 15, 2020 Board Meeting
- b. Acknowledge Treasurer's Report, 01/31/20, Investment Activity Report, 01/31/20, Current Assets Report, 01/31/20, Revenue Report, 01/31/20, and Expense Report, 01/31/20
- c. Authorize Payment of Bills, 02/12/20

MOTION: Secretary Swistak moved to approve the Consent Agenda. Treasurer Norton seconded.

Roll Call Vote - All Aye. The motion passed.

5. Committee Reports

- a. Finance - Treasurer Norton mentioned that there was nothing to report.
- b. Personnel/Policy - Secretary Swistak announced that there would be a meeting on Friday, February 21st at 6:00 pm.
- c. Physical Plant - Vice President Bartelli mentioned that there was nothing to report.

6. Unfinished Business

Facility options: CCS update and discussion

Marc Rogers provided an update on the facility options process, Flaherty & Collins, and the VOL's EDC.

Discussion: Trustee Larson asked about F&C's request for funding a parking garage. Mr. Rogers explained that funding discussions are negotiated and go through a process. Trustee Larson asked how long that would take. Mr. Rogers estimated that discussions may last another month or two. Trustee Larson asked about remediation regarding the gas station and dry cleaners. Mr. Rogers clarified that the properties are privately owned and that the Village does not have public records regarding her question. Vice President Bartelli said she spoke to Mike Smetana at the Village regarding remediation and was informed that remediation is ongoing.

Vice President Bartelli asked about the TIF. Mr. Rogers provided a general overview of TIFs. Trustee Sullivan asked if TIFs weren't a good idea for residential developments. Mr. Rogers explained that TIFs are utilized for all types of areas. Trustee Sullivan asked about the TIF for the apartments off Warrenville Road. President Hummel commented that there was no TIF on that property. Trustee Sullivan said she requested that a TIF consultant be available for questions. President Hummel stated that it is not the right time for such a consultant. Mr. Rogers recommended that the LLD let the process between the Village and the developer progress. Trustee Duffy commented that the LLD Board has no control regarding the TIF. President Hummel commented that the LLD has a minimal role. Director Weinstein explained the LLD is a member of the TIF Joint Review Board, in an advisory capacity. Trustee Sullivan asked if the LLD has a right to not be a part of the TIF. President Hummel stated the LLD is afforded an advisory vote.

Mr. Rogers continued his update regarding a process-oriented checklist regarding critical projects, funding, identified needs, and timing.

Discussion: President Hummel asked the Board if they were amenable to wait to hear results of Village and F&C discussions. Vice President Bartelli mentioned a timeline. Mr. Rogers suggested that instead of a timeline, the Board use a process-oriented checklist. Trustee Duffy appreciated that steps were being taken and that he agreed to a process-based approach. Trustee Sullivan asked about the EDC packet. Director Weinstein stated that she picked one up at the morning meeting and could scan and email it to the Board.

Vice President Bartelli mentioned addressing repairs while the Board waits. Director Weinstein provided an overview of facility projects that are currently advancing. Trustee Sullivan stated she has not spoken to anyone who would like the Library to relocate. Secretary Swistak stated that she spoke to a few mothers at the Park District who would love the Library to be downtown. Trustee Sullivan asked if the Library would still be able to conduct outdoor events in a downtown scenario. Director Weinstein and President Hummel suggested utilizing the museum campus and/or blocking a street similar to the car shows. Trustee Sullivan suggested setting a timeline regarding renovation via a vote at the next meeting. President Hummel stated that a majority of the Board currently agrees with a process-based approach.

Trustee Duffy commented that the Board has a unique opportunity and has to think about the next 20-30 years. Director Weinstein asked the Board if they would agree to work with CCS at an hourly rate during this period. The Board agreed. Mr. Rogers suggested that while the Board waits, to discuss the general steps regarding relocation or renovation, such as hiring an engineer or architect.

7. Staff Reports

Director Weinstein mentioned attending an intergovernmental meeting with President Hummel, the Joint Review Board, meeting with DuPage Pistol Shrimp representatives, and Census 2020 training for librarians. Director Weinstein discussed data concerning Library card-holders within seven zones in the District.

Discussion: Trustee Sullivan asked if there were statistics that address digital circulation and program visits. Director Weinstein mentioned that those statistics were provided in a previous trend report. Director Weinstein suggested updating and reviewing the report annually.

Director Weinstein mentioned that she, President Hummel, and Vice President Bartelli attended the Village Economic Development Commission meeting in the morning. The meeting included discussion about parking in the downtown area, the possibility of dissolving the downtown TIF, technology companies moving into office buildings on Warrenville Road, and the consequences of negative social media posts regarding Lisle.

Discussion: Trustee Duffy mentioned hearing about a small business owner having problems registering with My Library Rewards. Trustee Sullivan mentioned that there was an official parking study conducted by the Village. Vice President Bartelli asked if all of the roof repairs were completed. Assistant Director McQuillan stated that they were completed. Vice President Bartelli asked if the HVAC fire safety project was still on schedule. Assistant Director McQuillan stated it was still on schedule. Vice President Bartelli asked about the water heater. Assistant Director McQuillan stated a new water heater was installed the prior day.

8. Opportunity for Trustee comments (five minutes)

Trustee Sullivan thanked Director Weinstein for her flexibility regarding some requested changes and for thoughtfully explaining her answers. Secretary Swistak mentioned how much her children enjoy Saturday programming and that she is looking forward to Harry Potter Day on March 7th. Treasurer Norton suggested having another community-wide survey regarding the facility.

9. New Business

- a. Semi-annual review of executive session minutes - Action Required
Six month review of executive session minutes to release or to remain closed.
- b. Review of executive session recordings more than 18 months old - Action Required
Six month review of executive session recordings to retain or destroy.

10. Executive Session

MOTION: Secretary Swistak moved to go into Executive Session according to 5 ILCS 120/2(c)(21): Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06. Trustee Duffy seconded. Roll Call Vote - All Aye. The motion passed.

The Board voted to go into Executive Session at 8:20 p.m.

The Board came back into Open Session at 8:31 p.m.

MOTION: Secretary Swistak moved to release the August 14, 2019 Executive Session minutes. Trustee Duffy seconded.

Roll Call Vote - All Aye. The motion passed.

MOTION: Secretary Swistak moved to destroy the following Executive Session recordings more than 18 months old; February 14, 2018 and August 8, 2018. Trustee Duffy seconded.

Roll Call Vote - All Aye. The motion passed.

11. Adjourn

MOTION: Secretary Swistak moved to adjourn the meeting. Treasurer Norton seconded.

Voice Vote - All Aye

The meeting adjourned at 8:34 p.m.

Recorded by

Chris Knight, Recording Secretary

Approved by the Board of Trustees on March 11, 2020.

Approved by

Emily Swistak, Secretary of the LLD Board of Trustees