

BARRINGTON PUBLIC LIBRARY DISTRICT
REGULAR MEETING MINUTES

February 12, 2024, 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, Cunningham, Lucas, McGrath, Miller, Ordway, Prigge

Trustees Absent: None

A quorum is present.

Staff Present: Executive Director Jason Pinshower, J. Ary, J. Katsion, L. Rosenthal, L. Stordahl

Guests in attendance:

L. Davis

III. AUDIENCE RECOGNITION AND PUBLIC COMMENT

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

IV. APPROVAL OF MINUTES

The minutes were reviewed. Motion by Vice President Miller to approve the Regular Meeting Minutes of January 8, 2024 as presented.

Second: Treasurer Lucas

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

Nays: None

Absent: None

Abstain: None

Motion: CARRIED.

V. MISCELLANEOUS REPORTS/BUSINESS

President

Treasurer

The monthly Treasurer's Report was reviewed. The beginning balance was \$13,598,083.23. Revenue received in January totaled \$76,640.54 with expenditures amounting to \$605,721.82; leaving an ending balance of \$13,069,001.95.

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

Second: Trustee Prigge

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

Nays: None

Absent: None

Abstain: None

Motion: CARRIED.

Executive Director

Building and Grounds Information: Stage two of buckthorn clearing is complete. Bartlett will be back in the spring to do some additional cleanup. The renovation is going well and continues to be on schedule.

IDOT Project: The village awarded the tree removal contract to Homer Tree Service. They will begin to clear trees for the project on February 19, 2024, and should be finished with the library's affected areas by the end of the month. All tree cutting must be completed by March 31. There is a potential for lane closures on Route 14, but they will not impact the library entrance.

Programming News: The Seed Library launch was a great success and Winter Reading signups are up 90% over last year's numbers.

VI. REPORTS OF COMMITTEES

The Policy Committee met prior to the regular meeting to review the revisions to the Employee Manual and the Policy Manual.

Committee Chair McGrath moved to approve the revisions of the Policy Manual as presented.
Second: Trustee Cunningham

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

Nays: None

Absent: None

Abstain: None

Motion: CARRIED.

Committee Chair McGrath moved to approve the revisions of the Personnel Manual as presented.
Second: Vice President Miller

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

Nays: None

Absent: None

Abstain: None

Motion: CARRIED.

VII. OLD BUSINESS

None.

VIII. NEW BUSINESS

Consideration of Resolution 2024-1

Director Pinshower presented Resolution 2024-1 for consideration.

Motion by President Carr to approve Resolution 2024-1, a Resolution of the Board of Library Trustees of the Barrington Public Library District, Lake, Cook, Kane, and McHenry Counties, Illinois, establishing

a policy to regulate the reimbursement of all travel, meal and lodging expenses of the Library officers and employees.

Second: Trustee Prigge

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

Nays: None

Absent: None

Abstain: None

Motion: CARRIED.

Consideration of Proposed Changes to Service Awards

Director Pinshower presented proposed changes to the Library's Service Awards stating that we recently learned the practice of giving gift cards on milestone anniversaries was not in compliance with IRS rules. The new proposal would have the employee receive a bonus added to the milestone anniversary paycheck and would be taxed, per IRS rules.

Motion by Trustee Prigge to approve the proposed service awards as presented.

Second: Trustee McGrath

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

Nays: None

Absent: None

Abstain: None

Motion: CARRIED.

IX. GENERAL INFORMATION

The final Decennial Committee Meeting will be held during the Regular Meeting on March 11, 2024.

Trustees should reach out to Jason or Lisa if you are interested in attending the ILA Spring Webinars.

Director Pinshower was asked to look into adding water fill stations at the library.

X. ADJOURNMENT

Motion by President Carr to adjourn the meeting at 7:19 PM

Second: Treasurer Lucas.

All voted aye. **Motion carried.**

1st/ Anne Ordway

Secretary