

BARRINGTON PUBLIC LIBRARY DISTRICT
REGULAR MEETING MINUTES

May 12, 2025, 7 PM

Zimmerman Room

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: B. Brauch, J. Brauch, L. Davis, R. Forsyth-Tuerck, A. Frey, J. Frey J. Hendon

III. AUDIENCE RECOGNITION AND PUBLIC COMMENT

Guests were welcomed. No one in attendance wished to address the Board.

IV. APPROVAL OF MINUTES

The Minutes from the April Regular Meeting were reviewed. Motion by Trustee Prigge to approve the Regular Meeting Minutes of April 14, 2025, as presented.

Second: Trustee McGrath

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

Nays: None

Absent: None

Abstain: None

Motion: CARRIED.

The Budget, Finance, and Levy Committee Minutes from April were reviewed. Motion by Vice President Miller to approve the Budget, Finance, and Levy Committee Meeting Minutes of April 14, 2025, as presented.

Second: Treasurer Lucas

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

Nays: None

Absent: None

Abstain: None

Motion: CARRIED.

The April Long-Range Planning Committee Minutes were reviewed. Motion by Trustee Prigge to approve the Long-Range Planning Committee Meeting Minutes of April 28, 2025, as presented.

Second: Trustee Cunningham

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

Nays: None
Absent: None
Abstain: None
Motion: CARRIED.

The Minutes from the May Personnel Committee Meeting were reviewed. Motion by Treasurer Lucas to approve the Personnel Committee Meeting Minutes of May 5, 2025, as presented.

Second: Trustee McGrath

Ayes: Carr, Cunningham, Lucas, McGrath, Miller, Ordway, Prigge
Nays: None
Absent: None
Abstain: None
Motion: CARRIED.

The Executive Session Minutes from May were reviewed. Treasurer Lucas moved to approve the Executive Session Minutes of May 5, 2025, as presented.

Second: Vice President Miller

Ayes: Carr, Cunningham, Lucas, McGrath, Miller, Ordway, Prigge
Nays: None
Absent: None
Abstain: None
Motion: CARRIED.

V. MISCELLANEOUS REPORTS/BUSINESS

President

President Carr recognized a \$100 donation in memory of Sandra Huff, a former employee, from her daughter.

Treasurer

The monthly Treasurer's Report was reviewed. The beginning balance was \$11,335,281.30. Revenue received in April totaled \$1,107,446.25, with expenditures amounting to \$1,700,793.68, leaving an ending balance of \$10,741,933.87.

Vice President Miller moved to approve the April 2025 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:

Programming News: Director Pinshower was pleased to share that, as part of the Library's updated adult education offerings, a program titled "China's Growing Sphere of Influence" will be presented on July 10, 2025.

Director Pinshower thanked the board for the recent Staff In-Service Day where the staff learned about the power of empathy and how to apply it in work and life. Staff particularly learned a lot from BACOA's session on what Dementia and memory loss looks like in real world situations.

VI. REPORTS OF COMMITTEES

Long-Range Planning Committee:

The Board discussed the Outdoor Space Master Plan and reaffirmed that it remains a flexible, evolving document. Acceptance of the plan does not constitute approval for full implementation; rather, each phase will require separate Board approval prior to execution. Acceptance will also enable the Library to share the plan with the community to solicit additional feedback.

President Carr moved to accept the Outdoor Master Plan and to share it with the Library community to receive additional feedback.

Consideration of the Outdoor Space Master Plan

Second: Trustee Prigge

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

Nays: None

Absent: None

Abstain: None

Motion: CARRIED.

Personnel Committee:

Consideration of the Executive Director's Compensation for FY26

Vice President Miller presented a summary of the Personnel Committee Meeting that took place on May 5, 2025. Vice President Miller made a motion to set the Executive Director's salary at \$151,000 for the fiscal year 2025-2026.

Second: Trustee Prigge

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

Nays: None

Absent: None

Abstain: None

Motion: CARRIED.

VII. OLD BUSINESS

In response to an inquiry from Secretary Ordway at the April Regular Meeting, Director Pinshower presented data regarding the Library's Interlibrary Loan service. In April 2025, the Barrington Area Library fulfilled 207 lending requests from other institutions and received 339 items for its customers. For Fiscal Year 2024, the Library received a total of 4,161 items through interlibrary loan and provided 2,210 items to requesting libraries.

VIII. NEW BUSINESS

Consideration of Enberg Anderson's Proposal for Architectural Services for Exterior Improvements

Director Pinshower presented the proposal by Engberg Anderson for design services relating to exterior improvements of the library building. The plan includes replacing rotting windows in the new Administration wing, replacing gutters, and resealing wooden structures located throughout the outdoor property.

After a brief discussion regarding the need for the design services, Secretary Ordway moved to approve Engberg Anderson's proposal for Architectural Services for exterior improvements in an amount not to exceed \$16,200 and to allow the Executive Director to sign on the Board's behalf.

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

Nays: None

Absent: None

Abstain: None

Motion: CARRIED.

IX. GENERAL INFORMATION

Trustees Miller and McGrath were recognized and thanked for their service to the library and their community. Both trustees shared that it was their honor and privilege to serve.

X. ADJOURNMENT

Motion by Treasurer Lucas to adjourn the meeting at 7:30 PM

Second: Vice President Miller

All voted aye. **Motion carried.**

/s/Kristin Cunningham, Secretary, Pro Tem
Secretary