

MINUTES OF A REGULAR MEETING
OF THE BOARD OF LIBRARY TRUSTEES
OF THE BARRINGTON PUBLIC LIBRARY DISTRICT

A Regular Meeting of the Board of Library Trustees of the Barrington Public Library District was held on June 14, 2010, at 7:00 p.m. in the Conference Room of the Barrington Area Library, pursuant to notices sent to the board and the press on June 10, 2010.

Present and acting as trustees:

Lawrence Jay Weiner, President
Henry G. Wisniewski, Treasurer
Carolyn Welch Clifford, Secretary
Richard J. Ryan
Kathleen A. Peterson
Barbara Pintozzi

Absent was:

Donald F. Minner, Vice President

Also in attendance:

Detlev Pansch, Executive Director
Wayne Tegeder, Friends of the Library
Steve Larson, Ehlers & Associates
Betty O'Grady, staff

President Weiner called the meeting to order and welcomed the audience members. He asked for corrections and/or comments on the minutes of May 10. There were none. Mr. Ryan moved, and Mr. Wisniewski seconded, to approve those minutes as submitted.

Ayes: Weiner, Wisniewski, Clifford, Ryan, Peterson, Pintozzi
Nays: 0
Absent: Minner
Motion CARRIED.

The board reviewed Ordinance 2010-1, a schedule of the Regular Meetings for the coming fiscal year. Ms. Clifford moved, and Ms. Pintozzi seconded, to adopt Ordinance 2010-1 as submitted.

Ayes: Weiner, Wisniewski, Clifford, Ryan, Peterson, Pintozzi
Nays: 0
Absent: Minner
Motion CARRIED.

Ordinance 2010-2, the Prevailing Wage Ordinance, was reviewed. Ms. Pintozzi moved, and Ms. Peterson seconded, to adopt this ordinance.

Ayes: Weiner, Wisniewski, Clifford, Peterson, Pintozzi
Nays: Ryan
Absent: Minner
Motion CARRIED.

Steve Larson presented his report. He noted that the board was considering adopting a Special Reserve Fund Ordinance. He said that a long-range financial plan and fund balances could be studied. Fund balance policy usually goes hand in hand with a special reserve fund.

It is important to have enough monies in the funds to meet cash flow needs throughout the year. He noted that the funds look good, and the board should decide if it wants to transfer money over to the reserve fund.

Mr. Larson suggested that the board transfer a couple million dollars, using a formula of five months of the General Operating budget. The District is primarily in Lake and Cook County. Cook has a different distribution, one that has been a little loose lately. The money may not arrive here until January, 2011, and at the earliest December 1, 2010.

If you were only in Cook County, you would need seven months to carry on until January. You recently spent more than expected on capital improvements.

Mr. Larson stated that eventually the board would have most of its capital expenses incorporated in the special reserve fund. The other funds will not be addressed at this time, but those eventually should be figured into the mix because they are all operating funds.

Ms. Clifford noted that the board would modify the ordinance due to a clerical error in the title.

Mr. Ryan moved, and Ms. Peterson seconded, to adopt Ordinance 2010-3 with modifications as discussed.

Ayes: Weiner, Wisniewski, Clifford, Ryan, Peterson, Pintozzi
 Nays: 0
 Absent: Minner
 Motion CARRIED.

The board discussed whether to transfer funds into the special reserve fund at the present time. After discussion, Mr. Wisniewski moved, and Ms. Pintozzi seconded, to transfer \$1,750,000.00 to the special reserve fund.

Ayes: Weiner, Wisniewski, Clifford, Ryan, Peterson, Pintozzi
 Nays: 0
 Absent: Minner
 Motion CARRIED.

The board discussed Resolution 2010-1, the Wellness Insurance Network Agreement.

Director Pansch spoke about NSLS. Their service will end at the end of June. The network has agreed to form a board, and Mr. Pansch is the first president. All members need to sign the agreement.

Six people on the board are from libraries and one was with the NSLS system.

Mr. Ryan moved, and Ms. Clifford seconded, to adopt Resolution 2010-1.

Ayes: Weiner, Wisniewski, Clifford, Ryan, Peterson, Pintozzi
 Nays: 0
 Absent: Minner
 Motion Carried.

The first official network meeting will be in July.

Mr. Wisniewski presented the Treasurer's report. The beginning balance was \$5,779,771.19. Receipts were \$162,764.07 and Expenditures \$482,830.31, leaving an ending balance of \$5,459,704.95. This balance is \$987,964.64 greater than that of one year ago.

Mr. Ryan moved, and Ms. Pintozzi seconded, to accept the Treasurer's report and approve bills for payment as submitted by the Executive Director.

Ayes: Weiner, Wisniewski, Clifford, Ryan, Peterson Pintozzi
 Nays: 0
 Absent: Minner
 Motion CARRIED.

Mr. Pansch presented the Executive Director's report. He stated that the board had considered acquiring another induction unit for the sorter. The new unit would come in from the lobby around the corner from the original unit. After discussion, Mr. Ryan moved, and Ms. Pintozzi seconded, to purchase a second induction unit at a cost not to exceed \$110,000.00.

Ayes: Weiner, Wisniewski, Clifford, Ryan, Peterson, Pintozzi
 Nays: 0
 ABSENT: Minner
 Motion CARRIED.

Task chairs were researched for the Internet stations to replace the old chairs. An architect designer was consulted. 28 chairs, two of which are for the media lab at a cost of \$12,524.00, were recommended. Ms. Clifford moved, and Ms. Pintozzi seconded, to purchase the recommended task chairs at a cost not to exceed \$12,530.00.

Ayes: Weiner, Wisniewski, Clifford, Ryan, Peterson, Pintozzi
 Nays: 0
 Absent: Minner
 Motion CARRIED.

Interlibrary van delivery is being discontinued by NSLS. The Network had to figure out how to make van delivery possible. Everyone attended a meeting and it was decided to keep it going for at least three months.

There was an option to pay an amount based on volume. For the three-month period the Barrington Area Library had to pay \$3,000.00 to keep it going.

There may be another company from Ohio who would take over. But we are trying to reduce the volume to reduce the cost. We do not want to drop this service.

The Barrington Area Library's annual cost would be about \$12,789.00 if everything stays the same. The board asked Mr. Pansch to keep them informed.

The library's storage garage was addressed at the recent Plan Commission meeting at the Village. The commission had no issues with the plan. It went to the Village board which is meeting on June 14.

Wayne Tegeder presented the Friends of the Library report. He noted that the next book sale will be on June 19 and 20. The Friends hope to have a good turnout. There have been many donations.

Several charities come to pick up leftover books on the Monday after the sale. The Harvey Library used to come, but they do not have the funds now to pay for a van.

The old eight-foot tables used by the Friends for sales are being given to the Park District. Light-weight tables are replacing them.

Mr. Weiner received a communication from a transparency organization: Illinois Policy Institute. The board discussed their assessment of the library's web site.

The auditor's engagement letter from McClure Inserra is ready for approval. Mr. Wisniewski moved, and Mr. Ryan seconded, to approve the engagement of McClure Inserra for the upcoming audit.

Ayes: Weiner, Wisniewski, Clifford, Ryan, Peterson, Pintozzi

Nays: 0

Absent: Minner

Motion CARRIED.

Mr. Weiner spoke about the wonderful job Sarah Ann Long had done as Executive Director of NSLS. He recommended that a communication be sent to honor her years of quality service to the greater library community. A copy should be sent to the Illinois State Library. It was agreed to do so.

There being no further business, Mr. Wisniewski moved, and Ms. Peterson seconded, to adjourn.

Ayes: Weiner, Wisniewski, Clifford, Ryan, Peterson, Pintozzi

Nays: 0

Absent: Minner

Motion CARRIED.

Adjournment was at 8:40 p.m.

Carolyn Welch Clifford, Secretary