

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 was held on January 11, 2021, at 7:00 p.m. Due to health and safety concerns related to the COVID-19 virus, this meeting was held via videoconference/conference call pursuant to 5 ILCS 120/7(e) in accordance with the July 24, 2020 Gubernatorial Disaster Proclamation for the State of Illinois.

Notice of this meeting was sent to the board and the press on January 8, 2021.

Present and acting as trustees were:

Don Minner, President
Carrie F. Carr, Vice President
Denise Tenyer, Treasurer
Jan Miller, Secretary
Jennifer Lucas
Bill Pizzi

Also in attendance were:

Jesse Henning, Executive Director
Vicki Rakowski, Head of Operations
Cheryl Riendeau, Finance Manager
Lisa Stordahl, Office Manager

I. CALL TO ORDER

President Minner called the meeting to order at 7:00 p.m.

II. ROLL CALL

Lisa Stordahl called the roll.

III. AUDIENCE RECOGNITION AND PUBLIC COMMENT

No members of the public were present.

IV. APPROVAL OF THE MINUTES

The minutes from the Regular Meeting of December 14, 2020 were reviewed. There were no additions or corrections. A motion to approve the minutes as presented was made by Secretary Miller and seconded by Trustee Pizzi.

Ayes: Carr, Lucas, Miller, Minner, Pizzi, Tenyer
Nays: None
Abstain: None
Absent: None
Motion: CARRIED.

The board reviewed closed session minutes and verbatim recordings of closed session proceedings. A motion was made by President Minner to release the closed session minutes for the meetings of April 8, 2019; May 13, 2019; August 12, 2019; January 13, 2020; June 8, 2020; and June 29, 2020. The motion was seconded by Secretary Miller.

Ayes: Carr, Lucas, Miller, Minner, Pizzi, Tenyer
Nays: None
Abstain: None
Absent: None
Motion: CARRIED.

Vice President Carr moved to destroy the verbatim recordings of the meetings of April 8, 2019 and May 13, 2019. The motion was seconded by Trustee Lucas.

Ayes: Carr, Lucas, Miller, Minner, Pizzi, Tenyer
Nays: None
Abstain: None
Absent: None
Motion: CARRIED.

V. MISCELLANEOUS REPORTS / BUSINESS

President's Report

President Minner announced the anniversary of Patrick Trunda, Material Services Outreach Associate. The Board offered their congratulations and asked Director Henning to thank Mr. Trunda on their behalf.

Treasurer's Report

Treasurer Tenyer presented the financial report for November 2020. The balance brought forward was \$10,304,878.80. Revenue received in November totaled \$141,340.13, with expenditures amounting to \$585,372.65; leaving an ending balance of \$9,860,846.28. Six months into the fiscal year, revenues are 50.46% of anticipated, and expenditures equal 40.22% of the budget.

Director Henning presented the revised Financial Dashboard and asked the Board if the changes made were helpful. The Board thought the "At-a-Glance" visualization was helpful and will allow them to spot trends and ask better questions. The Board agreed that they would like to continue to use this tool moving forward and would like to discuss it again in a few months to see if they have any suggestions or improvements that would make it more meaningful.

A motion to approve the December bills for payment was made by Treasurer Tenyer and seconded by Trustee Pizzi.

Ayes: Carr, Lucas, Miller, Minner, Pizzi, Tenyer
Nays: None
Abstain: None

Absent: None
Motion: CARRIED.

Executive Director's Report

Director Henning announced that the Lake County COVID Relief Fund payments have been received and processed.

The Election filing period has come to a close with five petition packet submitted. Four candidates filed for the two full six-year terms, and one candidate filed for the partial four-year term. The Consolidated Election will occur on Tuesday, April 6, 2021.

Karen McBride has finished the Fiscal Year 2019-2020 and Director Henning encouraged the Board to look through it. President Minner asked Director Henning to let Karen know that the report is outstanding and is a fantastic advocacy tool for the library.

Library service remains restricted to Parking Lot Pickup, Borrow by Mail, and Digital Services. Director Henning was happy to report that over 90% of customers that engaged with the library during the Browse and Borrow model continue to engage with the library since the return to the Parking Lot Pickup. Library leadership will review the criteria for returning to Browse and Borrow on January 25th with the hopes of reopening on March 1, 2021.

Director Henning updated the Board on this year's Per Capita Grant requirements. The first requirement is for the library to file their annual IPLAR report. The second requirement asks the Board of Trustees to review the Standards for Illinois Public Libraries. Director Henning will send an email to the board with the link to the document by the end of the week and asks that each Board member take the time to review it before the February 8th meeting.

Director Henning shared the news of his resignation effective February 12, 2021. He thanked the board for their support over the years and for the opportunity to work at such an outstanding library. He noted that the staff have been among the most talented, capable, and driven that he's ever had the pleasure to work with.

President Minner thanked Director Henning for his commitment to the library and greater Barrington community over the past few years and stated that he will be missed. The Board wishes him the best on his new adventure in Europe and hopes that he will stay in touch.

VI: REPORTS OF COMMITTEES

No committee reports.

VII. OLD BUSINESS

There was no old business.

VIII. NEW BUSINESS

After hearing the Board's thoughts regarding the November Sawyer-Falduto Proposal, Director Henning suggested the Board consider implementing only the Special Reserve Fund Proposal. This would be used for the long-term capital projects and to address the needs of the Facilities Master Plan, and would leave the money needed for the operating fund in place at Barrington Bank and Trust.

Vice President Carr made a motion to adopt the Special Reserve Investment Proposal and to authorize the Treasurer and Executive Director to transfer the amount of \$587,848.57 to Sawyer Falduto Asset Management. The motion was seconded by Trustee Lucas.

Ayes: Carr, Lucas, Miller, Minner, Pizzi, Tenyer
Nays: None
Abstain: None
Absent: None
Motion: CARRIED.

At 7:37 p.m., President Minner made a motion to enter closed session pursuant to 5 ILCS 120/2(c)(1) to discuss the employment, appointment, and compensation of public employees. Vice President Carr seconded the motion.

Ayes: Carr, Lucas, Miller, Minner, Pizzi, Tenyer
Nays: None
Abstain: None
Absent: None
Motion: CARRIED.

At 8:10 p.m., the Board reconvened in open session. Trustee Pizzi made a motion to appoint Vicki Rakowski as the Interim Executive Director and to set her annual salary at \$120,000.00 effective February 13, 2021. Secretary Miller seconded the motion.

Ayes: Carr, Lucas, Miller, Minner, Pizzi, Tenyer
Nays: None
Abstain: None
Absent: None
Motion: CARRIED.

There being no further business, President Minner moved to adjourn the meeting. The motion was seconded by Vice President Carr.

Ayes: Carr, Lucas, Miller, Minner, Pizzi, Tenyer
Nays: None
Abstain: None
Absent: None

Motion: CARRIED.

The meeting adjourned at 8:12 p.m.

1st Jan Miller

Secretary

