

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 February 8, 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 February 4, 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 (entered at 7:28 PM)

Also in attendance were:

Jesse Henning, Executive Director
Vicki Rakowski, Head of Operations
Cheryl Riendeau, Finance Manager
Tammy Surprise, Human Resources Specialist
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

President Minner asked the board to review the Minutes and Closed Session Minutes of Regular Meeting of January 11, 2021, Minutes and Closed Session Minutes of the Personnel Committee Meeting of January 25, 2021, and the Minutes and Closed Session Minutes of the Personnel Committee Meeting of February 3, 2021.

There were no additions or corrections to the minutes. A motion to approve the minutes as presented was made by President Minner and seconded by Secretary Miller.

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

V. MISCELLANEOUS REPORTS / BUSINESS

President’s Report

President Minner thanked Director Henning for his outstanding work over the past three years while he served as Director. Director Henning’s work with the budget, analytics, and facilities master plan schedule has set us up well for the future. President Minner also commended Director Henning on his excellent leadership through the pandemic and thanked him for keeping staff and customers safe during these difficult times.

Treasurer’s Report

Treasurer Tenyer presented the financial report for January 2021. The balance brought forward was \$9,860,846.28. Revenue received in January totaled \$65,914.22, with expenditures amounting to \$505,350.30; leaving an ending balance of \$9,421,410.20. Seven months into the fiscal year, revenues are 51.30% of anticipated, and expenditures equal 46.46% of the budget.

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

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

Executive Director’s Report

Director Henning announced that he has been busy training Ms. Rakowski to take over the duties of the Director. He has made sure to introduce her to the professional staff that he works with including the library’s attorneys, village leaders, and the directors from other local libraries. Director Henning is confident that Ms. Rakowski will do an excellent job leading the library and feels that this will be a smooth transition for everyone.

The library will reopen to the public in the “Browse and Borrow” model on March 1 as long as our region remains in Phase 4. Computers will be available to customers in two-hour increments immediately. Library Management will open Study Rooms at a limited capacity when they feel it is safe to do so.

Director Henning stated that it has been an honor to work for and with the Board and feels good about what was accomplished during his three-year tenure. He noted that this is a really special place to work and complimented the dedicated and talented staff.

VI: REPORTS OF COMMITTEES

Vice President Carr thanked the Personnel Committee and the board as a whole for their attendance at the recent Personnel Committee Meetings. The committee felt they have an outstanding candidate for the permanent position of Executive Director in Ms. Rakowski and therefore moved to ask the board to accept and enact the recommendation that Ms. Rakowski be named the Executive Director at a salary of \$123,000 effective on February 13, 2021.

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

VII. OLD BUSINESS

There was no old business.

VIII. NEW BUSINESS

President Minner made a motion to appoint Vicki Rakowski as the library’s IMRF Authorized Agent. The motion was seconded by Treasurer Tenyer.

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

At 7:28, Trustee Pizzi entered the meeting.

Director Henning shared the 2021 Per Capita Grant Application and the 2019 Per Capita Grant Expenditure Report with the Board. Ms. Rakowski explained that the Per Capita Grant was established to assist public libraries to improve and increase library services within their service areas and noted that there is typically a staff and/or board training requirement in order to receive the grant. The Barrington Area Library uses this annual grant money to help pay for digital resources and database subscriptions.

Vice President Carr moved to approve the 2021 Per Capital Grant Application and the 2019 Per Capita Grant Expenditure Report and authorize the Executive Director to transmit them to the Illinois State Library. The motion was seconded by Trustee Pizzi.

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

There being no further business, Treasurer Tenyer moved to adjourn the meeting. The motion was seconded by Secretary Miller.

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

The meeting adjourned at 7:33 p.m.

Isl *Jan Miller*

Secretary