

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 June 13, 2022, at 7:00 p.m. in the Zimmerman Room at the Barrington Area Library.

Notice of this meeting was sent to the Board and the Press on June 10, 2022.

Present and acting as trustees:

Carrie Carr
Jennifer Lucas
Jan Miller
Don Minner
Anne Ordway
Bill Pizzi
Denise Tenyer

Also in attendance:

Jason Pinshower, Head of Operations
Vicki Rakowski, Executive Director
Cheryl Riendeau, Finance Manager
Lisa Stordahl, Office Manager

I. CALL TO ORDER

President Carr called the meeting to order at 7:02 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 three meetings that occurred on May 9th were reviewed. President Carr asked if there were any questions or corrections to the minutes as presented. There were none. Trustee Tenyer moved to accept the Regular Meeting Minutes of May 9, 2022, the Personnel Committee Meeting Minutes of May 9, 2022, and the Executive Session Meeting Minutes of May 9, 2022 as presented. Trustee Pizzi seconded the motion.

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

V. MISCELLANEOUS REPORTS / BUSINESS

President's Report

President Carr recognized Demitra Badino-Mendoza's five year anniversary at the library.

Treasurer's Report

Treasurer Lucas presented the Treasurer's report. The beginning balance was \$11,618,183.27 with receipts of \$301,339.81 and expenditures of \$914,492.99; leaving an ending balance of \$11,005,030.09. Eleven months into the fiscal year, revenues are 80.54% of anticipated and expenditures are 68.34% of the budget.

Points discussed during the Treasurer's Report included:

- We saw a 42% increase in the cost per kilowatt hour of electricity in the month of May. Due to the volatility in the market, we will be over-budget in this area.
- At the close of the FY 21-22 year, we anticipate that the budget will be around 90% spent, excluding the capital assets line.
- The Library will lean on its reserves in the next fiscal year due to the anticipation of the late distribution of Cook County taxes.

Treasurer Lucas moved to approve the Treasurer's Report and bills for payment as presented. Secretary Miller seconded the motion.

Ayes: Carr, Lucas, Miller, Minner, Ordway, Pizzi, Tenyer

Nays: None

Abstain: None

Absent: None

Motion: CARRIED.

Executive Director's Report

Director Rakowski announced that the library will begin enacting auto-renewals effective July 1, 2022. This convenience feature will automatically renew items for customers up to two times as long as the item is not on hold for another customer.

Summer Reading is up and running and has generated a very positive response from families. We currently have 737 children, 133 adults, and 25 young adult registrations.

The Garden Expo, one of the first large-scale outdoor events of the year was held on June 4. We saw 350 customers despite the weather not being fully cooperative.

Barb Wurster has been hired as the new Finance Manager and will start her tenure at the library on Tuesday, July 5th. Cheryl has agreed to stay on a bit longer to assist with training.

Work on the service driveway is nearly complete. We have elected to add caulking to the seams of the drive, which should extend the life of the driveway by three to four years. Work on the interior renovation is on track to begin in August.

VI. REPORTS OF COMMITTEES

The date for the Public Hearing for the Budget and Appropriations Ordinance was set for September 12, 2022.

The Audit Committee will plan to meet on a date following the July Board Meeting. Lisa Stordahl will coordinate a date that will work for the Audit Committee Members.

VII. OLD BUSINESS

The Board reviewed the furniture proposals for the upcoming interior renovation project.

Treasurer Lucas made a motion to accept the proposal for book stacks, end panels, and furniture submitted for package 01 from Library Furniture International in an amount not to exceed \$59,347.00 and authorize the Executive Director to sign on the Board’s behalf. The motion was seconded by Secretary Miller.

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

Trustee Tenyer made a motion to accept the proposal for tables and chairs submitted for package 02 from M&M Office Interiors in an amount not to exceed \$7,011.99 and authorize the Executive Director to sign on the Board’s behalf. The motion was seconded by Vice President Minner.

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

Trustee Pizzi made a motion to accept the proposal for tables and chairs submitted for package 03 from Interior Investments in an amount not to exceed \$5,318.13 and authorize the Executive Director to sign on the Board’s behalf. The motion was seconded by Trustee Tenyer.

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

Secretary Miller made a motion to accept the proposal for moving services submitted for package 04 from Library Furniture International in an amount not to exceed \$23,350.00 and authorize the Executive Director to sign on the Board’s behalf. The motion was seconded by President Carr.

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

The Board reviewed the revised Personnel Policy for sections 5.6 – 5.12. Vice President Minner made a motion to approve Personnel Policy 5.6 – 5.12 as written. Trustee Pizzi seconded the motion.

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

VIII. NEW BUSINESS

Ordinance 2022-1 was reviewed by the Board of Trustees. Trustee Ordway made a motion to approve Ordinance 2022-1, An Ordinance Establishing the Schedule of Regular Meetings of the Board of Library Trustees as presented. Trustee Tenyer seconded the motion.

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

The Board reviewed and discussed Ordinance 2022-2. Treasurer Lucas made a motion to adopt Ordinance 2022-2, An Ordinance Providing for the Tentative Budget and Appropriations of the Barrington Public Library District, Cook, Kane, Lake, and McHenry Counties, Illinois for the Fiscal Year Beginning July 1, 2022 and Ending June 30, 2023. The motion was seconded by President Carr.

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

Director Rakowski presented Resolution 2022-1. Trustee Tenyer moved to approve Resolution 2022-1, An Annual Resolution Authorizing Public Library District Non-Resident Cards. The motion was seconded by Secretary Miller.

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

Abstain: None
Absent: None
Motion: CARRIED.

Director Rakowski presented the amended LIMRiCC Intergovernmental Agreement. Trustee Pizzi made a motion to approve the amended LIMRiCC Intergovernmental Agreement and authorized the Executive Director to sign on behalf of the Board of Trustees. Trustee Tenyer seconded the motion.

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

Director Rakowski presented the MidAmerican Energy Contract for the Board's approval. Secretary Miller made a motion to approve the contract with MidAmerican Energy and authorize the Executive Director to sign on behalf of the Board of Trustees. The motion was seconded by Trustee Ordway.

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

IX. GENERAL INFORMATION

X: ADJOURNMENT

There being no further business, a motion to adjourn the meeting was made by Vice President Minner and seconded by Secretary Miller. All voted aye. **The motion passed unanimously.**

The meeting adjourned at 7:36 p.m.



Secretary