

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 12, 2023, at 7:00 p.m. in the Zimmerman Room at the Barrington Area Library.

Notice of this meeting was sent to the Board and Press on June 9, 2023

Present and acting as trustees:

Carrie Carr
Kristin Cunningham
Jennifer Lucas
Jackie McGrath
Jan Miller
Anne Ordway
Lindsay Prigge

Absent:

None

Public in Attendance:

Jim McGrath
Brian Prigge
Connor Yoo
Laura Yoo
Jaylen Yoo
Carys Yoo
Nancy Shepherd

Also in attendance:

Jason Pinshower, Executive Director
Lisa Stordahl, Business and Records Manager
Jamie Rachlin, Merristem Advisors

I. CALL TO ORDER

President Carr called the meeting to order at 7:00 p.m. Ms. Cunningham, Ms. McGrath, and Ms. Prigge took the oath of office due to their recent election to the Board.

II. ROLL CALL

Lisa Stordahl called the roll.

III. AUDIENCE RECOGNITION AND PUBLIC COMMENT

No one wished to address the Board during the time set aside for public comment.

Mr. Jamie Rachlin, of Merristem Advisors, was introduced. Mr. Rachlin gave a presentation on the library's annual financial cycle to the Board.

IV. APPROVAL OF THE MINUTES

The minutes from the May 8, 2023 Regular Meeting were reviewed. No corrections were suggested. A motion to approve the Regular Meeting minutes as presented was made by Trustee Lucas and seconded by Trustee Miller.

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

The minutes from the May 8, 2023 Budget, Finance, and Levy Committee were reviewed. No changes were suggested. A motion to approve the Budget, Finance, and Levy Committee Meeting minutes as presented was made by Trustee Miller and seconded by Trustee Carr.

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

V. MISCELLANEOUS REPORTS / BUSINESS

President's Report

Trustee Carr recognized a donation in the amount of \$25.00 by Camille and Keith Stohlgren.

The organization of the Board was the next item of business. Ms. Lucas nominated Ms. Carr to serve as President. The nomination was seconded by Ms. Ordway. There were no other nominations for this position.

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

Ms. Carr nominated Ms. Miller to serve as Vice President of the Board. The nomination was seconded by Ms. Lucas. There were no other nominations for Vice President.

Ayes: Carr, Cunningham, Lucas, McGrath, Miller, Ordway, Prigge
Nays: None
Abstain: None

Absent: None
Motion: CARRIED.

Ms. Carr nominated Ms. Lucas to serve as Treasurer of the Board. Ms. Miller seconded the nomination. There were no other nominations for this position.

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

Ms. Carr nominated Ms. Ordway to serve as Secretary of the Board, which was seconded by Ms. Cunningham. There were no other nominations for the position of Secretary.

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

With the new officers elected, the Board turned their attention to committee assignments which will be as follows:

Audit Committee: K. Cunningham, L. Prigge

Budget, Finance, & Levy: *J. Lucas (Chair)*, J. Miller, L. Prigge

Long Range Planning: *A. Ordway (Chair)*, C. Carr, K. Cunningham, J. Lucas, J. McGrath, J. Miller, L. Prigge

Personnel: *J. Miller (Chair)*, J. McGrath, A. Ordway

Policy: *J. McGrath (Chair)*, K. Cunningham, J. Lucas, J. Miller

Treasurer's Report

Treasurer Lucas presented the Treasurer's report. The beginning balance was \$12,156,759.79 with receipts of \$243,477.70 and expenditures of \$748,299.08; leaving an ending balance of \$11,651,938.41.

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

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

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

Executive Director’s Report

Director Pinshower stated that the Summer Reading Kickoff Party on June 1st had a fantastic turnout with 747 people in attendance. With over 1,600 sign ups during the first week, we are anticipating a very successful and busy Summer Reading Program. For comparison, we had 1400 total sign ups in the summer of 2019, prior to the onset of the pandemic.

We received our Per Capita Grant award letter and will be receiving \$66,906 to use towards databases in the next fiscal year.

Director Pinshower noted that he met with our new auditor from ATA for a pre-audit meeting and the audit work will be begin this week.

The library leadership team had a kickoff meeting for the upcoming renovation work with the library’s architect and construction manager. Bidding should occur in the fall, with construction starting in the winter.

In programming news, the Touch a Truck program and Construction Story time event in partnership with the Village of Barrington Public Works had 883 visitors! Director Pinshower noted that the Public Works staff were wonderful to work with and were presented with a “Best Public Works Ever” Trophy, made by Kat in Digital Services. Another recent popular program was the Cooks with Books Food Expo, which brought in over 200 attendees. Also of note, the children are excited to have the blue blocks back in the Youth Services Department.

VI. REPORTS OF COMMITTEES

The Public Hearing for the Budget and Appropriations Ordinance has been set for September 11, 2023.

VII. OLD BUSINESS

No old business.

VIII. NEW BUSINESS

The Board reviewed Ordinance 2023-1. Vice President Miller made a motion to approve Ordinance 2023-1, 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, 2023 and ending June 30, 2024. Treasurer Lucas seconded the motion.

Ayes: Carr, Cunningham, Lucas, McGrath, Miller, Ordway, Prigge
Nays: None

Abstain: None
Absent: None
Motion: CARRIED.

The Board reviewed Ordinance 2023-2. Secretary Ordway made a motion to approve Ordinance 2023-2, An Ordinance Establishing the Schedule of Regular Meetings of the Barrington Public Library District Board of Trustees. The motion was seconded by Trustee McGrath.

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

The Board considered Resolution 2023-3. Treasurer Lucas moved to approve Resolution 2023-3, An Annual Resolution Authorizing Public Library District Non-Resident Cards. President Carr seconded the motion.

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

The Board discussed adding a Public Library Trustee Ethics Statement to our current Policy Manual. Director Pinshower stated that this is something that most libraries have in place. The Ethics statement was approved by the Library's attorney and is submitted as Appendix A.

Trustee Ordway asked if something could be added to ensure that the library maintains a balanced collection. After further discussion, it was determined that the responsibility of a balanced library collection falls to the library while the Ethics Statement governs the trustees.

Treasurer Lucas made a motion to approve Appendix A, A Public Library Trustee Ethics Statement, which was seconded by Vice President Miller.

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

IX. GENERAL INFORMATION

Treasurer Lucas noted that ILA Trustee Day is scheduled for October 26 in Springfield. She attended previously and thought it was a great learning experience and that others might enjoy attending this year as well.

X: ADJOURNMENT

There being no further business, a motion to adjourn the meeting was made by President Carr and seconded by Secretary Ordway.

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

Nays: None

Abstain: None

Absent: None

Motion: CARRIED.

The meeting adjourned at 8:16 p.m.

/s/ Anne Ordway _____

Secretary