

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 November 5, 2018, 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 November 2, 2018.

Present and acting as trustees were:

Donald F. Minner, President
Carolyn Welch Clifford, Vice President
Carrie F. Carr, Treasurer
Barbara Pintozzi, Secretary
Denise Peters
Denise Tenyer

Also in attendance were:

Jesse Henning, Executive Director
Cheryl Riendeau, Finance Manager
Tom Sawyer, Sawyer Falduto Asset Management
Shaun Kelly, Engberg Anderson Architects

I. CALL TO ORDER

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

II. ROLL CALL

Director Henning called the roll.

III. AUDIENCE RECOGNITION AND PUBLIC COMMENT

No members of the public not on the agenda were present.

IV. APPROVAL OF THE MINUTES

A motion to approve the minutes of the October 8, 2018 Board Meeting was made by Ms. Tenyer, seconded by Ms. Carr.

Ayes: Minner, Clifford, Carr, Peters, Tenyer
Nays: None
Abstain: Pintozzi
Absent: Pizzi
Motion: CARRIED.

A motion to approve the minutes of the October 8, 2018 Budget, Finance, and Levy Committee Meeting was made by Ms. Clifford, seconded by Ms. Carr.

Ayes: Minner, Clifford, Carr, Peters, Tenyer
Nays: None
Abstain: Pintozzi
Absent: Pizzi
Motion: CARRIED.

A motion to approve the minutes of the October 17, 2018 Committee of the Whole Meeting was made by Vice President Clifford, seconded by Ms. Carr.

Ayes: Minner, Clifford, Carr, Peters, Tenyer, Pintozzi
Nays: None
Abstain: None
Absent: Pizzi
Motion: CARRIED.

V. MISCELLANEOUS REPORTS / BUSINESS

Cheryl Riendeau, Finance Manager

Ms. Riendeau introduced herself to the Board of Trustees as the District’s newest addition to the administrative team.

Tom Sawyer, Sawyer Falduto Asset Management

Mr. Sawyer presented a report on the District’s investment portfolio performance. The District’s portfolio remains very conservative and has earned \$17,421 since its initial inception. Mr. Sawyer outlined the services his firm offered and presented the option to the District to have its special reserve fund investments managed by Sawyer Falduto. Ms. Clifford suggested that Director Henning and Ms. Riendeau look towards developing a recommendation for future action by the Board with regard to the District’s investments.

Shaun Kelly, Engberg Anderson Architects

Mr. Kelly presented on the current progress of the District’s Capital Projects Plan. Mr. Kelly outlined the scope and depth of the exterior façade maintenance and window replacement project, describing budget estimates and a projected timeline with construction document drafts available by December, permit acquisition in January and February, bid solicitation in February and March, and construction starting in April and finishing in June. Mr. Kelly also presented the mechanical engineer’s recommendation to replace the District’s water-cooled HVAC system with an air-cooled system, detailing the benefits and costs of each system including the visibility of the air cooling array from various building elevations. Mr. Kelly presented budget estimates and a projected timeline for the HVAC project with construction document drafts available in December, permitting and bidding occurring in January and February, and construction starting in March and finishing in June. President Minner mentioned that the timeline as presented puts library operations in a difficult position as air conditioning would be unavailable at the beginning of the summer months. Mr. Kelly indicated that the HVAC replacement could also be conducted in Fall of 2019.

A motion to approve the architect’s and mechanical engineer’s recommendation was made by President Minner, seconded by Ms. Tenyer.

Ayes: Minner, Clifford, Carr, Pintozzi, Peters, Tenyer
Nays: None
Abstain: None
Absent: Pizzi
Motion: CARRIED.

President’s Report

President Minner recognized Mike Campagna, Digital Services Manager, for his ten years of service to the Library District, and Lisa Stordahl, Office Manager, for her five years of service to the Library District.

A motion to adopt Ordinance 2018-6, Levying and Assessing Taxes of Barrington Public Library District, Cook, Kane, Lake, and McHenry Counties, Illinois, for the Fiscal Year beginning July 1, 2018 and ending June 30, 2019, was made by Ms. Clifford, seconded by Ms. Tenyer.

Ayes: Minner, Clifford, Carr, Pintozzi, Peters, Tenyer
Nays: None
Abstain: None
Absent: Pizzi
Motion: CARRIED.

Treasurer’s Report

Ms. Carr presented the financial report for October 2018, expressing a question about a discrepancy in the beginning and ending balances and a question about a set of payroll liabilities on the Treasurer’s report. Ms. Carr suggested the Board table approving the financial report until these two discrepancies are corrected.

A motion to approve the October bills for payment was made by Ms. Carr, seconded by Ms. Tenyer.

Ayes: Minner, Clifford, Carr, Pintozzi, Peters, Tenyer
Nays: None
Abstain: None
Absent: Pizzi
Motion: CARRIED.

Executive Director’s Report

Director Henning is continuing his one-on-one meetings with staff. He attended meetings with the Barrington Lions Club, the Barrington Noon Rotary, and the Village of Barrington. Director Henning will be serving as the District’s representative on the Barrington Area Chamber of Commerce’s Advisory Board. TEDxBarringtonAreaLibrary was a success, with over 80 customers in attendance. Director Henning will be meeting with the Village of Hoffman Estates about a proposed TIF district within the Library District’s boundaries.

Director Henning presented the Trustee requirements for the Illinois Per Capita Grant and outlined where Trustees could locate the appropriate continuing education material to fulfill those requirements. Board Trustees will check in with Director Henning on their progress before December 31st.

VI: ADJOURNMENT

There being no further business, Mr. Minner moved, and Ms. Clifford seconded to adjourn.

Ayes: Minner, Clifford, Carr, Pintozzi, Peters, Tenyer
Nays: None
Abstain: None
Absent: Pizzi
Motion: CARRIED.

The meeting adjourned at 8:30 p.m,

Secretary