

MINUTES OF A REGULAR MEETING OF THE BOARD OF LIBRARY TRUSTEES
OF THE BARRINGTON PUBLIC LIBRARY DISTRICT

A Public Hearing and Regular Meeting of the Board of Library Trustees was held on September 13, 2021, at 7:00 p.m. in Meeting Room A at the Barrington Area Library.

Notice of this meeting was sent to the Board and the Press on September 10, 2021.

Present and acting as trustees were:

Carrie Carr, President
Don Minner, Vice President
Jennifer Lucas, Treasurer
Jan Miller, Secretary
Anne Ordway, Trustee
Bill Pizzi, Trustee
Denise Tenyer, Trustee

Also in attendance were:

Vicki Rakowski, Executive Director
Cheryl Riendeau, Finance Manager
Lisa Stordahl, Office Manager
Jason Pinshower, Head of Operations
Don Renner, Attorney, Klein, Thorpe and Jenkins

I. CALL TO ORDER

President Carr 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 August 9, 2021, Regular Meeting were reviewed. President Carr asked if there were any questions or corrections to the minutes. There were none. A motion to approve the Regular Meeting minutes was made by Vice President Minner and seconded by Trustee Ordway.

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

V. MISCELLANEOUS REPORTS / BUSINESS

President's Report

Director Rakowski introduced the library's financial attorney, Don Renner, from Klein, Thorpe and Jenkins. Mr. Renner gave an overview of how the levy process works at the library and answered questions from the trustees. At the conclusion of his presentation, Mr. Renner left the meeting.

President Carr announced the retirement of Tammy Surprise, the Library's HR Specialist. Tammy was the library's first HR employee and built many of our HR systems from scratch. The Board thanked Ms. Surprise for her outstanding work and wished her well in her retirement.

President Carr recognized two additional staff members who are celebrating milestone anniversaries this month. Laura Hornbostel has worked in the Material Services Department for the past 15 years, and Stefanie Molinaro, Youth Services, has worked at the library for 5 years. The board is thankful for their great service to the library community.

Treasurer's Report

Treasurer Lucas presented the Treasurer's report. The beginning balance was \$10,200,059.17. Revenue received in August was \$319,800.06, and expenditures totaled \$595,826.74. This leaves an ending balance of \$9,924,032.49. Two months into the fiscal year, revenues were 6.07% of anticipated and expenditures were 12.44% of the annual budget.

It was noted that the library had received funds from the Per Capita Grant application which amounted to 10 thousand dollars more than we have received in previous years.

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

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

Executive Director's Report

Director Rakowski highlighted the successful completion of another Summer Reading Program and thanked the Barrington Breakfast Rotary, Barrington Bank and Trust, Barrington Area Ministerial Association and the Barrington 220 Educational Foundation for partnering with the library. Each of these community partners donated \$500 to local food pantries when Summer Reading Program milestones were reached.

In Building and Maintenance news, the exploratory site boring for the service ramp replacement showed that we are missing a necessary layer of gravel underneath our existing driveway. Engberg Anderson is adjusting the scope of the work for this project. Due to this unforeseen circumstance, work on this project will likely be delayed until the spring of 2022.

Due to the uptick in recent power outages, we are in the exploratory stages of considering the addition of a generator to supply power to our technology systems, emergency lighting, and our alarm and security systems. This would reduce service interruptions to our customers. A plan will be put together and the board will decide whether to move forward with this purchase during the next fiscal year.

In service notes, our Digital Services and IT Teams are working on purchasing mobile Hot Spots for checkout. We hope to have this service available to our customers in the coming months.

VI. REPORTS OF COMMITTEES

President Carr announced that the Policy Committee and the Budget, Finance, and Levy Committee should meet soon. Director Rakowski will send out a doodle poll to ascertain committee members' availability. Meeting dates and times will be set accordingly.

VII. OLD BUSINESS

A Joint Review Board has been created to discuss the Rand Road (Deer Park) TIF Project. Trustee Tenyer made a motion to appoint the Library Director as the Library District's representative for all Joint Review Board Meetings. Trustee Pizzi seconded the motion.

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

Director Rakowski attended the Village of Barrington's TIF Meeting and reported that the Village TIF will be expiring next February, 2022. Capturing the growth of this area will be an important consideration for the Board when they discuss adopting the 2022-2023 Levy.

VIII. NEW BUSINESS

Director Rakowski presented Ordinance 2021-3, an ordinance providing for Budget and Appropriations of Barrington Public Library District, Cook, Kane, Lake, and McHenry Counties, Illinois for the fiscal year beginning July 1, 2021 and ending June 30, 2022. Vice President Minner moved, and President Carr seconded, to adopt Ordinance 2021-3 as presented.

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

Ordinance 2021-4, an ordinance authorizing levy of an additional tax for maintenance, repairs, and alteration of the library building and equipment was presented by Director Rakowski. Secretary Tenyer moved, and Trustee Lucas seconded, to adopt Ordinance 2021-4 as presented.

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

Absent: None
Motion: CARRIED.

Director Rakowski shared the Engberg Anderson Proposal for Public Space Renovations. It was noted that these projects address concerns made by customers following the 2013 Interior Renovation Project. Some projects that will be addressed are a quiet computing area for adults, a nursing mother's room, a Power Wall for material display and some new display options in AV. Engberg Anderson will do the design work and present their concepts. From there, the library trustees can decide what they would like to move forward with.

Trustee Pizzi made a motion to authorize the Executive Director to sign the Engberg Anderson Proposal for Interior Public Space Renovations Design in an amount not to exceed \$55,000.00. Secretary Miller seconded the motion.

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

Resolution 2021-4, a Resolution of the Board of Library Trustees of the Barrington Public Library District providing for a fund transfer to the Special Reserve Fund, was brought before the board. Director Rakowski reminded the board that this is an annual transfer from the general fund to the special reserve fund and pays for the capital repairs according to the library's Capital Repair Plan. Treasurer Lucas made a motion to approve Resolution 2021-4 as presented. The motion was seconded by Trustee Pizzi.

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

President Carr asked for a quick discussion about how the board feels about returning to remote meetings. Concerns regarding the high transmission rate of the COVID-19 Delta variant, and the difficulty in hearing each other while wearing masks were factors considered. The Board felt they would leave the decision up to President Carr to make a determination nearer to the date of the next scheduled meeting.

IX. GENERAL INFORMATION

There was a question as to whether Library Programs will be returning to in-person meetings. Director Rakowski noted that some in-person programs are scheduled in the near future, but that many of the programs will also be offered in a virtual format. The library will be using a hybrid model of in-person and virtual programs beginning in the fall.

VI: ADJOURNMENT

There being no further business, President Carr moved to adjourn the meeting. Treasurer Lucas seconded the motion.

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

Nays: None

Abstain: None

Absent: None

Motion: CARRIED.

The meeting adjourned at 8:43 p.m.

1st Jan Miller

Secretary