

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 14, 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 Press on November 11, 2022.

Trustees Present:

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

Trustees Absent:

Don Minner, Vice President

Also in attendance:

Kristin Cunningham
Kelly Dittmann
Chase Heidner
B. Jino
Jason Pinshower, Head of Operations
Vicki Rakowski, Executive Director
Barb Wurster, Finance Manager
Lisa Stordahl, Office Manager

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

President Carr welcomed everyone to the meeting and asked if anyone would like to address the Board. One guest complimented the 12 Days of Make Program. Another guest stated they had just renewed their card and appreciate the friendly staff and the great library app.

IV. APPROVAL OF THE MINUTES

The minutes from the October 10th Regular Meeting were reviewed. Director Rakowski noted two changes that were made to the minutes upon the suggestion of Trustees Lucas and Ordway. Secretary Miller made a motion to approve the meeting minutes as amended. Trustee Pizzi seconded the motion.

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

Abstain: None
Absent: Minner
Motion: CARRIED.

The minutes from the Budget, Finance, and Levy Committee of October 10th were reviewed. Treasurer Lucas moved to accept the Budget, Finance, and Levy Committee Meeting Minutes of October 10, 2022 as presented. Trustee Ordway seconded the motion.

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

V. MISCELLANEOUS REPORTS / BUSINESS

President's Report

Treasurer's Report

Treasurer Lucas presented the October Treasurer's Report and Bills for Payment. The beginning balance was \$11,710,364.48 and the ending balance was \$11,558,779.03. It was noted that there was an error on the Statement of Activities (page 1) due to a broken formula somewhere in the reporting system. The Finance Manager will work on finding a solution and the Board will be asked to approve that portion in the December Meeting. Treasurer Lucas moved to approve pages 2-68 of the Treasurer's Report and bills for payment as presented. Trustee Tenyer seconded the motion.

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

Executive Director's Report

Director Rakowski informed the Board that all construction work has been completed and that we are waiting on a few pieces of furniture to be delivered to make the interior renovation work complete. We are hopeful that the shelving for new books, the chair for the nursing room, and the table for the quiet computing area will arrive this week. With Board approval, Engberg Anderson's team of engineers will begin designing the construction drawings for the upcoming generator project.

Staff continue to work on initiatives to increase circulation. "Hot Book Summer" was very successful and will be replaced with "Cozy Winter Reads" beginning December 19th.

Our Makerlab has entered its busy season and customers and staff are excited about the new sublimation printer which allows designs to be transferred onto a variety of surfaces such as coffee mugs and reusable water bottles.

VI. REPORTS OF COMMITTEES

Director Rakowski suggested that the Policy Committee and the Long Range Planning Committee meet soon. The Policy meeting was scheduled for 6 p.m., prior to the Regular Meeting on December 12th. While the Long Range Planning Committee, which includes all the trustees, will meet on a date to be determined in January.

VII. OLD BUSINESS

VIII. NEW BUSINESS

The Board considered Ordinance 2022-5, Levying and Assessing Taxes of Barrington Public Library District, Cook, Kane, Lake, and McHenry Counties, Illinois for the Fiscal Year Beginning July 1, 2022, and ending June 30, 2023. After a discussion, Trustee Tenyer made a motion to approve Ordinance 2022-5. Treasurer Lucas seconded the motion.

Ayes: Carr, Lucas, Miller, Tenyer
Nays: Ordway
Abstain: Pizzi
Absent: Minner
Motion: CARRIED.

Director Rakowski presented the Engberg Anderson Generator Proposal for the Board’s consideration, detailing the scope of work involved with this part of the project. Treasurer Lucas made a motion to approve the proposal with Engberg Anderson for services related to the installation of a generator at the Barrington Area Library in an amount not to exceed \$51,000, and to authorize the Executive Director to sign the proposal on the Board’s behalf. The motion was seconded by President Carr.

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

IX. GENERAL INFORMATION

Treasurer Lucas would like to explore the creation of a foundation for the library. The Board will discuss this in more detail at a future Board meeting.

VI: ADJOURNMENT

There being no further business, a motion to adjourn the meeting was made by Trustee Tenyer and seconded by Secretary Miller. The meeting adjourned at 7:58 p.m.

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

1st/ Jan Miller

Secretary