

**WHITE OAK LIBRARY DISTRICT  
NOVEMBER 24, 2020  
REGULAR BOARD MEETING @ 7:00 PM  
Meeting Conducted Via ZOOM Conference**

**PUBLIC HEARING – 6:30 p.m. – TAX LEVY HEARING**

Board president Deanna Amann opened the public hearing on the Tax Levy Ordinance at 6:30 p.m. Board members present: Deanna Amann, Zach Binkley, Gayle Crompton, Nancy Hackett, Ann Lopez-Caneva, and Christine Siegel. Board member absent: Adam Woodworth.

No public in attendance via Zoom.

Deanna Amann closed the public hearing at 7:00 pm

**REGULAR BOARD MEETING – 7:00 p.m.**

**CALL TO ORDER**

President Deanna Amann called the Regular Board Meeting to order at 7:00 p.m. Board members present: Deanna Amann, Zach Binkley, Gayle Crompton, Nancy Hackett, Ann Lopez-Caneva, and Christine Siegel. Board member absent: Adam Woodworth.

Staff present: Scott Pointon and Beverly Krakovec.

No public were present via Zoom.

**PUBLIC COMMENTS** – none.

**MINUTES**

Board members reviewed the minutes.

*Nancy Hackett moved to approve the October 27, 2020 Regular Board Meeting Minutes as presented. Gayle Crompton seconded the motion. Roll call indicated: Ayes—Deanna Amann, Zach Binkley, Gayle Crompton, Nancy Hackett, Ann Lopez-Caneva, and Christine Siegel. Nays—none. Motion carried.*

**CORRESPONDENCE**

Scott Pointon reported the District had received a letter from the U.S. Census Bureau thanking the District for supporting the 2020 census efforts by donating space in all our facilities for training enumerators, who are vital to the census process.

**TREASURER’S REPORT**

Treasurer Ann Lopez-Caneva read the Treasurer’s Report for October 2020. Cash on hand as of October 1, 2020 was \$4,883,549.14. Income as of October 31, 2020 was \$133,254.14. Disbursements as of October 31, 2020 were \$472,572.56. Transfers/adjustments—none. Cash on hand as of October 31, 2020 was \$4,554,230.72.

*Ann Lopez-Caneva moved the Board approve the October 2020 Treasurer’s Report as presented. Nancy Hackett seconded the motion. Roll call indicated: Ayes—Deanna Amann, Zach Binkley, Gayle Crompton, Nancy Hackett, Ann Lopez-Caneva, and Christine Siegel. Nays—none. Motion carried.*

Additional information regarding interest rates – see PMA Investments Report.

November bills will be presented at the December 15, 2020 Regular Board Meeting.

Ann Lopez-Caneva suggested Deb Chapp should cross-train a staff member in her duties.

### **DIRECTOR’S REPORT**

In addition to his written report, Scott Pointon discussed the shelving project the District had first explored earlier this past spring. The bulk of the proposed new shelving would enable the Children’s Departments at all branches to display their picture books with face out shelving. Face out collections engage users and would increase circulation. Staff has also determined that the Children’s Departments should broaden their offerings for children in fifth and sixth grades, a segment of our patron base we collectively call “tweens”. To create attractive and useable “tween” spaces, new shelving is needed. Our Outreach Department needs additional shelving, as does our expanding A/V collection. We had originally reached out to our architectural firm last spring to provide shelving costs, which could be \$58,000 or lower depending on the bidding process. If we moved forward with the project now, bidding could take place in January 2021 and installation could be in March 2021.

All board members were in agreement the new shelving was a worthwhile initiative and asked Scott Pointon to move forward with the project.

Gayle Crompton and fellow board members praised I.T. Manager Mike Pezan for obtaining a \$10,000 grant from the Illinois State Library to replace our public WiFi infrastructure.

### **OLD BUSINESS**

BUILDING UPDATES - none for discussion.

### COVID-19 PREVENTION MEASURES

Staff members are diligently following all COVID-19 procedures the District has in place. Because of the worsening state of the pandemic in Illinois and Will County, we have taken measures to remove public seating, except for limited public computer areas, and are carefully monitoring the number of people in our facilities. We will have to see what future positivity rate numbers dictate.

**EXECUTIVE SESSION** – Real Property – none needed.

**EXECUTIVE SESSION** – Personnel—to be moved to the end of the agenda.

### **NEW BUSINESS**

#### APPROVAL OF LEVY ORDINANCE 2020-194

The Board reviewed the ordinance.

*Gayle Crompton moved the Board adopt Tax Levy Ordinance 2020-194 – Tax Levy Ordinance for the Levy and Assessment of Taxes for the White Oak Library District, Will County, Illinois for the Fiscal Year Beginning July 1, 2020, and Ending June 30, 2021. Nancy Hackett seconded the motion. Roll call indicated: Ayes—Deanna Amann, Zach Binkley, Gayle Crompton, Nancy Hackett, Ann Lopez-Caneva,*

*and Christine Siegel. Nays—none. Motion carried.*

APPROVAL of 2021 HOLIDAY CALENDAR

The Board reviewed the calendar.

*Nancy Hackett moved the Board adopt 2021 Holiday Calendar as presented. Gayle Crompton seconded the motion. Roll call indicated: Ayes—Deanna Amann, Zach Binkley, Gayle Crompton, Nancy Hackett, Ann Lopez-Caneva, and Christine Siegel. Nays—none. Motion carried.*

The Board changed the order of the agenda.

SERVING OUR PUBLIC 4.0 – Chapter 5 – Building Infrastructure and Maintenance

The Board reviewed the standards in question and determined the District is in compliance with the guidelines. The Board questioned if the District has all warranties on file. Scott Pointon stated our architectural firm had provided the District with digital copies of warranties.

DIRECTOR’S ANNUAL REVIEW

**EXECUTIVE SESSION – Personnel**

*Ann Lopez-Caneva moved the Board go into Executive Session for the Director’s Review. Gayle Crompton seconded the motion. Roll call indicated: Ayes—Deanna Amann, Zach Binkley, Gayle Crompton, Nancy Hackett, Ann Lopez-Caneva, and Christine Siegel. Nays—none. Motion carried.*

The Board went into Executive Session at 7:40 p.m.

*Gayle Crompton moved the Board come out of Executive Session. Nancy Hackett seconded the motion. Roll call indicated: Ayes—Deanna Amann, Zach Binkley, Gayle Crompton, Nancy Hackett, Ann Lopez-Caneva, and Christine Siegel. Nays—none. Motion carried.*

The Board came out of Executive Session at 7:58 p.m.

*Gayle Crompton moved the Board resume Regular Session. Zach Binkley seconded the motion. Roll call indicated: Ayes—Deanna Amann, Zach Binkley, Gayle Crompton, Nancy Hackett, Ann Lopez-Caneva, and Christine Siegel. Nays—none. Motion carried.*

The Board resumed Regular Session at 7:59 p.m.

DIRECTOR’S REVIEW

All Board members thanked Scott Pointon for his tireless work for the District and the exemplary manner in which he continues to lead the District, praising his constant efforts to move the District forward. Board members expressed their thanks for Scott Pointon’s leadership during the pandemic, encouraging and inspiring staff members in these challenging times. Scott Pointon was also praised for his long-standing commitment to promote ESL endeavors, the District’s Student Success Card initiative, and collaboration with Lewis University students. Deanna

Amann stressed how Scott Pointon's continuing efforts to promote efficiency in so many areas of the District's operations has consistently saved the District money. The Board stated they know the District is well represented by Scott Pointon.

***Ann Lopez-Caneva moved the Board give Director Scott Pointon a 4% salary increase to make his annual base salary \$130,000.00, to be put into effect in the current pay period, with a bonus of \$2,000.00 to be awarded in that same pay period. Nancy Hackett seconded the motion. Roll call indicated: Ayes—Deanna Amann, Zach Binkley, Gayle Crompton, Nancy Hackett, Ann Lopez-Caneva, and Christine Siegel. Nays—none. Motion carried.***

Scott Pointon thanked the Board for their continued support and stated it was an honor to work with such an engaged Board.

#### **ADJOURNMENT**

***Gayle Crompton moved for adjournment at 8:07 p.m. Zach Binkley seconded the motion. Roll call indicated: Ayes—Deanna Amann, Zach Binkley, Gayle Crompton, Nancy Hackett, Ann Lopez-Caneva, and Christine Siegel. Nays—none. Motion carried.***