

Des Plaines Valley Public Library District
April 26, 2011
Regular Board Meeting @ 7:00 p.m. @ Lockport

PLEDGE OF ALLEGIANCE

CALL TO ORDER

President Ann Lopez-Caneva called the Regular Board Meeting to order at 7:00 p.m. Board members present: Ron Alberico, Deanna Amann, Gayle Crompton, Danny Gaddis, Ann Lopez-Caneva, Christine Siegel, and Adam Sulich.

Guest: Newly elected library trustee Nancy Hackett.

PUBLIC COMMENTS

Nancy Hackett introduced herself to the Board. Board members stated they were looking forward to working with her.

READING OF MINUTES

Gayle Crompton moved to approve the March 22, 2011 Regular Board Meeting Minutes as presented. Christine Siegel seconded the motion. All voted aye. Motion carried.

CORRESPONDENCE

Scott Pointon stated he had received a letter from a patron stating he would find it helpful if the District's libraries kept information, perhaps in a binder, regarding local candidates when elections were in the offing. Area newspapers do provide such information and the District could assemble this information and make it available to the public. Everyone believed this was a worthy idea and will initiate this endeavor during the next election.

TREASURER'S REPORT

Treasurer Adam Sulich read the Treasurer's Report for March 2011. Cash on hand as of March 1, 2011 was \$23,474,678.74. Income as of March 31, 2011 was \$34,717.41. Disbursements as of March 31, 2011 were \$428,641.77. Transfers/adjustments were \$447.50 to the Corporate Fund due to a voided check. Cash on hand as of March 31, 2011 was \$23,081,301.88. \$21,776,243.42 of the cash on hand is in the Bond Account.

Adam Sulich moved to approve the March 2011 Treasurer's Report as presented, with the payment of the April 15, 2011 bills for \$112,416.27, the April 13, 2011 payroll of \$75,949.79, the April 27, 2011 payroll of \$73,975.23, and an IDES Unemployment payment of \$5,264.00. Gayle Crompton seconded the motion. Roll call indicated: Ayes—Ron Alberico, Deanna Amann, Gayle Crompton, Danny Gaddis, Ann Lopez-Caneva, Christine Siegel, and Adam Sulich. Nays—none. Motion carried.

Personal Property Replacement Tax received to date was \$220,587.93. The township estimate to be received for FY 2010-2011 is \$250,744.08.

2009 Levy Real Estate Distributions and Interest received to date totaled \$2,828,506.39. The total 2009 distribution percentage received to date is 99.735%.

The current interest rates as of April 26, 2011 for money market accounts are as follows: Harris Bank—0.100% and Illinois Funds—0.046%.

DIRECTOR'S REPORT

In addition to his written report, Scott Pointon stated that Crest Hill economic development group is making progress in developing the strip mall property at Weber and Division. This is very hopeful news

The District's t-shirt design contest had a very worthy winner in Kelvyn Guerrero.

OLD BUSINESS

BUILDING UPDATES

Crest Hill—Scott Pointon relayed information he has received regarding the property the District is interested in purchasing in Crest Hill. John Menard has stated he has no objections to the library's plans to build on the proposed site by Menards and will provide written notice of such. The District could possibly own the property by July 2011, with the vote to purchase the property coming at the upcoming May or June board meeting. The Board was very pleased with this news.

Lockport—The District is still investigating options for providing alternative library space during Lockport's renovation.

Romeoville—Demolition on the lower level is almost completed with ductwork staging to be done soon. All unnecessary phone lines are being removed, which is a major job. The temporary "new" entrance will probably be completed within the next several weeks, with much of the front lawn being removed. A contract has been signed with ComEd to ensure our new transformer is properly in place on a concrete pad. We are upgrading our data lines from two T1 lines, with 3 megabytes each way, to fiber optics starting at 10 megabytes each way. This will not only provide a much speedier connection, but fiber optic functionality will allow the District to acquire more bandwidth simply by requesting AT&T to "dial up" the bandwidth.

EXECUTIVE SESSION—Real Property—none called for.

EXECUTIVE SESSION—Personal—moved to later in the agenda

DISTRICT NAME CHANGE

Both the District staff survey and the online public survey indicated a strong desire for the District to change its name. The District will have contest, with the Board judging submissions. Information will be publicized on our website with the contest deadline for submissions June 15, 2011. All entries will be provided to the Board in their June board packets, so a decision on a District name change could take place at the June 28, 2011 board meeting.

BHFX CONSTRUCTION DOCUMENTATION QUOTE

The Board reviewed the process and quote from BHFX.

Gayle Crompton moved the Board accept the quote from BHFX for the Romeoville Library Renovation—Closeout/Document Archive in the amount of \$4,362.00.

Adam Sulich seconded the motion. Roll call indicated: Ayes—Ron Alberico, Deanna Amann, Gayle Crompton, Danny Gaddis, Ann Lopez-Caneva, Christine Siegel, and Adam Sulich. Nays—none. Motion carried.

NEW BUSINESS

APPROVAL OF CREST HILL SCHEMATIC DESIGN

Scott Pointon reviewed the detailed schematic design for the new Crest Hill facility. Each segment of the exterior and interior schematics was studied. The Board was pleased with the overall concept and look of the facility. The Board commented how knowledgeable Scott Pointon was in all aspects of the project and appreciated his diligence.

Deanna Amann moved the Board approve the schematic design for the Crest Hill facility as presented. Christine Siegel seconded the motion. Roll call indicated: Ayes—Ron Alberico, Deanna Amann, Gayle Crompton, Danny Gaddis, Ann Lopez-Caneva, Christine Siegel, and Adam Sulich. Nays—none. Motion carried.

DISCUSSION/APPROVAL OF CUSTODIAL STAFFING PROPOSAL

Scott Pointon presented a number of detailed custodial staffing proposals that would save the District significant funds. If the District acquired our own staff to do all our cleaning, we would be able to better manage both cleaning schedules and many other aspects of maintaining the facilities. Currently the District using JaniKing to clean all three of our facilities, but rising costs will make this continued relationship unfeasible.

Scott Pointon created four scenarios which explored various options for both a combination of full-time, and part-time employees cleaning all facilities, which would be much more cost effective than JaniKing's services.

Proposal number four was looked on favorably by the Board

Christine Siegel moved the Board accept custodial proposal number four. Danny Gaddis seconded the motion. Roll call indicated: Ayes—Ron Alberico, Deanna Amann, Gayle Crompton, Danny Gaddis, Ann Lopez-Caneva, Christine Siegel, and Adam Sulich. Nays—none. Motion carried.

DISCUSSION/APPROVAL OF FY 2011-2012 WORKING BUDGET

Scott Pointon reviewed the FY 2011-2012 working budget with the Board. The personnel section reflected the additional janitorial staff necessary to accomplish the proposal for in-house cleaning. There was also some increase in staffing involving additional assistance to the teen population and adult services. Consideration was given to adjustments to some budget lines to account for the District's better knowledge of what actual costs have proven to be to operate the Romeoville facility. Changes to the print materials lines showed a slight decrease to such accounts to adjust for pulling the shipping costs out of those lines and incorporating such costs into its proper line item. This will simplify bookkeeping procedures. The online databases line now incorporates both children and adult databases as there is significant cross over in patron usage. This line amount was also increased at the request of the database resource committee and a

compelling usage needs report. A new line was created for E-readers with a modest amount allotted for purchasing various devices to start limited circulation. The public has been very receptive to the District's Nook demonstration, with an increasing amount of questions regarding any number of E-readers. Our statistics for downloadable content has also increased in the working budget as statistics for this usage is steadily rising.

The Board carefully reviewed both the working budget line items and the estimated income for the coming fiscal year. It was noted that our tax rate increased from 0.13150% to 0.14150%. If our tax rate reaches 0.15%, the District will not see an increase in the rate without the passage of an operating rate increase.

Danny Gaddis moved the Board approve the FY 2011/2012 Working Budget as presented. Adam Sulich seconded the motion. Roll call indicated: Ayes—Ron Alberico, Deanna Amann, Gayle Crompton, Danny Gaddis, Ann Lopez-Caneva, Christine Siegel, and Adam Sulich. Nays—none. Motion carried.

SERVING OUR PUBLIC 2.0: STANDARDS FOR ILLINOIS PUBLIC LIBRARIES 2009 EDITION – Chapter 11 – System & ILLINET Membership Responsibilities

The Board strongly felt the District is meeting all of its responsibilities as a system member of RAILS.

EXECUTIVE SESSION – Personnel

Danny Gaddis moved the Board go into Executive Session to discuss personnel issues. Adam Sulich seconded the motion. All voted aye. Motion carried.

The Board went into Executive Session at 9:30 p.m.

Christine Siegel moved the Board come out of Executive Session. Ron Alberico seconded the motion. All voted aye. Motion carried.

Ron Alberico motioned the Board go back into Regular Session. Deanna Amann seconded the motion. All voted aye. Motion carried.

The Board came back into Regular Session at 9:45 p.m.

ADJOURNMENT

Ron Alberico moved for adjournment at 9:47 p.m. Deanna Amann seconded the motion. All voted aye. Motion carried.