

**WHITE OAK LIBRARY DISTRICT  
JULY 23, 2019  
REGULAR BOARD MEETING @ 7:00 PM  
ROMEOVILLE BRANCH**

**CALL TO ORDER**

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

Board member absent: Deanna Amann.

Staff present: Scott Pointon and Beverly Krakovec.

**PUBLIC COMMENTS**

Nancy Hackett thanked the Board for the flowers/plant she received.

**MINUTES**

Board members reviewed the minutes.

*Nancy Hackett moved to approve the June 25, 2019 Regular Board Meeting Minutes as presented. Gayle Crompton seconded the motion. All voted aye. Motion carried.*

**CORRESPONDENCE**

PMA Investment provided a detailed investment document for review. At the next board meeting, Scott Pointon will bring a comparison of investment returns utilizing PMA and the prior year's investment figures.

**TREASURER'S REPORT**

Treasurer Ann Lopez-Caneva read the Treasurer's Report for June 2019. Cash on hand as of June 1, 2019 was \$1,512,655.62. Income as of June 30, 2019 was \$2,915,595.63. Disbursements as of June 30, 2019 were \$321,292.58. Transfers/adjustments – Adjustment to the Corporate Fund in the amount of \$167.87 due to a voided check. Cash on hand as of June 30, 2019 was \$4,107,128.54.

*Ann Lopez-Caneva moved the Board approve the June 2019 Treasurer's Report as presented, with payment of the July 15, 2019 bills of \$790,386.57, and the July 12, 2019 payroll of \$103,114.82. Nancy Hackett seconded the motion. Roll call indicated: Ayes—Zach Binkley, Gayle Crompton, Nancy Hackett, Ann Lopez-Caneva, Christine Siegel, and Adam Woodworth. Nays—none. Motion carried.*

Personal Property Replacement Tax received for FY 2019-2020 was \$0.00. The Lockport Township estimate for FY 2019-2020 has not yet been received.

2018 Levy Real Estate Distributions and Interest received to date was \$3,178,989.52. Percent received to date is 52.25%.

Additional information regarding interest rates – see PMA Investments Report.

## **DIRECTOR'S REPORT**

In addition to his written report, Scott Pointon stated the Summer Reading Challenge was a success with 4,421 individuals participating.

The District received a check from the Circuit Court of Will County for \$746.00 as reimbursement for damage resulting from a break-in at the old Crest Hill facility on Theodore Street.

The White Oak Library Foundation has elected a president, secretary, and treasurer and plan on meeting monthly for the rest of 2019. The next Foundation meeting will be on August 8, 2019 at 5:00 pm at the Crest Hill Branch. The District will add an item to the monthly board meeting agenda to address White Oak Library Foundation updates. Ann Lopez-Caneva will act as the Board's liaison to the Foundation and will provide progress.

## **OLD BUSINESS**

### BUILDING UPDATES

The Lockport Branch had a fan coil unit leak repaired and new lighting installed in their Teen Room.

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

**EXECUTIVE SESSION** – Personnel – none needed.

## **NEW BUSINESS**

### STRATEGIC PLAN FY 2019-2020

The Board reviewed the document. Specific targeted goals were updated to reflect the District's progress. Highlights included:

- FY 2020 – 2021  
Conduct facility upgrades at the Romeoville Branch, including installation of a new roof, resurfacing the parking lot, and installation of a new floor tile in the lower level bathrooms.

### FY 2021 – 2022

- Engage an architectural firm to plan for future Outreach Department office space and garage as well as maker space/media lab configuration.
- Plan and implement a series of celebrations to commemorate the 100<sup>th</sup> anniversary of our library organization.

### FY 2022 – 2023

- Begin construction of Outreach Department office space and garage as an addition to the Crest Hill Branch facility.

FY 2023 – 2024

- Implement salary increases prescribed by the 2019 Illinois minimum wage law. Shelves will start at \$15.00 per hour as of July 1, 2024, and other salary classification levels will adjust accordingly.
- Create and staff a maker space/media lab at the Romeoville Branch.

***Gayle Crompton moved the Board approve the White Oak Library District Strategic Plan 2019- 2024 as presented. Ann Lopez-Caneva seconded the motion. All voted aye. Motion carried.***

**APPOINT TWO TRUSTEES TO AUDIT THE MINUTES**

Vice-President Adam Woodworth appointed Zach Binkley and Gayle Crompton to audit the FY 2019 – 2019 board minutes at the Regular Board Meeting on August 27, 2019.

**SERVING OUR PUBLIC 3.0 – Chapter 1 – Core Standards**

The Board reviewed the standards in question and determined the District is meeting its obligations.

**ADJOURNMENT**

***Christine Siegel moved for adjournment at 7:55 p.m. Nancy Hackett seconded the motion. All voted aye. Motion carried.***