

**WHITE OAK LIBRARY DISTRICT
SEPTEMBER 24, 2013
REGULAR BOARD MEETING @ 7:00 PM
ROMEOWILLE BRANCH**

CALL TO ORDER

President Ann Lopez-Caneva called the Regular Board Meeting to order at 7:00 p.m. Board members present: Deanna Amann, Gayle Crompton, Nancy Hackett, Ann Lopez-Caneva, Christine Siegel, and Victor Zack. Board member(s) absent: Gordon Butler.

Public present: Veronica Havlicek-Baher.

PUBLIC COMMENTS – Ms. Havlicek-Baher commented on all the new and wonderful programs the District offers and how pleased she was with all of our facilities. She also stated she would be more than willing to distribute the District’s literature at her Honey Tree subdivision in Romeoville. The Board thanked her for her comments and support. Ms. Havlicek-Baher will be arranging for staff/board members to do a presentation regarding the District’s services at her subdivision in the near future.

Ann Lopez-Caneva extended her congratulations to Scott Pointon on the successful opening reception at the Crest Hill Branch and the Lockport Branch’s opening on September 23rd.

MINUTES

Gayle Crompton moved to approve the August 27, 2013 Regular Board Meeting and the Public Hearing Minutes as presented. Victor Zack seconded the motion.

Christine Siegel noted several misspellings of names on pages one and three. The minutes will be corrected to reflect the accurate spellings.

All voted aye to approve the minutes as corrected. Motion carried.

CORRESPONDENCE—none.

TREASURER’S REPORT

Treasurer Christine Siegel read the Treasurer’s Report for August 2013. Cash on hand as of August 1, 2013 was \$5,451,963.83. Income as of August 31, 2013 was \$240,515.69. Disbursements as of August 31, 2013 were \$1,364,275.13. Transfers and adjustments—\$133,999.41 was transferred to the Corporate Fund from the Bond Fund to cover smaller bond invoice payments. Cash on hand as of August 31, 2013 was \$4,328,204.39. Cash on hand in the Bond Accounts was \$2,535,630.49.

Christine Siegel moved the Board approve the August 2013 Treasurer’s Report as presented, with the payments of the September 16, 2013 bills for \$676,187.30, the September 11, 2013 payroll for \$89,395.87 and the September 25, 2013 payroll for \$92,625.72. Deanna Amann seconded the motion. Roll call indicated: Ayes—Deanna Amann, Gayle Crompton, Nancy Hackett, Ann Lopez-Caneva, Christine Siegel, and Victor Zack. Nays—none. Motion carried.

Personal Property Replacement Tax received to date totaled \$51,422.91. The Lockport Township estimate for FY 2013-2014 is \$258,371.45.

2012 Levy Real Estate Distributions and Interest received to date was \$4,218,160.03. Percent received to date is 93.813%.

Current interest rate as of September 24, 2013 for money market accounts are as follows: Harris Bank—0.100% and Illinois Funds—0.010%.

DIRECTOR' S REPORT

In addition to his written report, Scott Pointon distributed the article in the Southtown paper regarding the District's facilities. The Board reviewed the requested revisions to the ten year plaque which involved standardizing the font. The Board agreed with the font change. Gayle Crompton noted that the plaque has the timeline of 2003-2013 at the top, but the timeline below starts with 2004. Scott Pointon remarked that the District's long-range plan began on 2003. We will have the timeline start with 2003-2004. The Board approved moving forward with the plaque with the changes discussed. Scott Pointon will start contacting sign makers.

OLD BUSINESS

Building Updates

Lockport shelving end caps will be installed on Wednesday. Punch lists for Crest Hill and Lockport are being worked on, with Lockport's very near completion. At Crest Hill, they are awaiting the installation of their casework.

Scott Pointon reminded the Board of important dates that are coming up: September 26th—Chamber of Commerce ribbon cutting at the Lockport Branch at 4:00 p.m., October 1st—Chamber of Commerce ribbon cutting at the Crest Hill Branch at 4:00 p.m., October 18th—dignitaries reception at Lockport Branch at 7:00 p.m.

EXECUTIVE SESSION – Real Property –none needed.

EXECUTIVE SESSION – Personnel –none needed.

APPROVAL OF BUDGET & APPROPRIATION ORDINANCE #2013-152

The Board reviewed the ordinance.

Christine Siegel moved the Board adopt Ordinance No. 2013-152 – Fiscal Year July1, 2013 to June 30, 2014 Budget and Appropriation Ordinance of the White Oak Library District, Will County, Illinois, as presented. Deanna Amann seconded the motion. Roll call indicated: Deanna Amann, Gordon Butler, Gayle Crompton, Nancy Hackett, Ann Lopez-Caneva, Christine Siegel, and Victor Zack. Nays—none. Motion carried.

NEW BUSINESS

2 MILLS LEVY ORDINANCE #2013-153

The Board reviewed the ordinance.

Gayle Crompton moved the Board adopt Ordinance No. 2013-153 – Fiscal Year July1, 2013 to June 30, 2014 Ordinance of the Board of Trustees of the White Oak Library District, Will County, Illinois Determining to Levy and Additional Library Tax, as presented. Deanna Amann seconded the motion. Roll call indicated: Deanna Amann, Gayle Crompton, Nancy Hackett, Ann Lopez-Caneva, Christine Siegel, and Victor Zack. Nays—none. Motion carried.

APPROVAL OF DATE FOR TRUTH IN TAXATION HEARING

Gayle Crompton moved the Board hold the Truth in Taxation Hearing on Tuesday, October 22, 2013 at 6:30 p.m. at the Romeoville Branch. Nancy Hackett seconded the motion. All voted aye. Motion carried.

APPROVAL OF CONTRACTORS' PAYMENTS

The Board reviewed the contractors' payments submitted for payment.

Gayle Crompton moved the Board approve the contractor's certificate of payment to Envision General Contractors, LLC for signage at the Crest Hill and Lockport projects in the amount of \$25,894.00. Christine Siegel seconded the motion. Roll call indicated: Ayes—Deanna Amann, Gayle Crompton, Nancy Hackett, Ann Lopez-Caneva, Christine Siegel, and Victor Zack. Nays—none. Motion carried.

Christine Siegel moved the Board approve the contractor's certificate of payment to The Lombard Company for the Crest Hill project in the amount of \$327,201.00. Gayle Crompton seconded the motion. Roll call indicated: Ayes—Deanna Amann, Gayle Crompton, Nancy Hackett, Ann Lopez-Caneva, Christine Siegel, and Victor Zack. Nays—none. Motion carried.

Deanna Amann moved the Board approve the contractor's certificate of payment to Frederick Quinn Corporation for the Lockport project in the amount of \$178,287.00. Christine Siegel seconded the motion. Roll call indicated: Ayes—Deanna Amann, Gayle Crompton, Nancy Hackett, Ann Lopez-Caneva, Christine Siegel, and Victor Zack. Nays—none. Motion carried.

**SERVING OUR PUBLIC 2.0 : Standards for Illinois Public Libraries 2009 Edition –
Chapter 2 – Core Standards—Personnel**

The Board reviewed the standards in question. The Board agreed the District has made great strides in increasing our staffing levels to accommodate our increasing activities.

ADJOURNMENT

Deanna Amann moved for adjournment at 7:48 p.m. Victor Zack seconded the motion. All voted aye. Motion carried.