

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 of the Barrington Public Library District was held on April 12, 2010, at 7:00 p.m. in the Conference Room of the Barrington Area Library pursuant to notices sent to the board and the press on April 9, 2010.

Present and acting as trustees:

Richard J. Ryan, President
Donald F. Minner, Vice President
Henry G. Wisniewski, Treasurer
Carolyn Welch Clifford, Secretary
Kathleen A. Peterson
Barbara Pintozzi

Absent was:

Lawrence Jay Weiner

Also in attendance:

Detlev Pansch, Executive Director
Wayne Tegeder, Friends of the Library
Betty O'Grady, staff

President Ryan called the meeting to order at 7:00 p.m. He welcomed the audience, Wayne Tegeder, President of the Friends. He asked for comments and/or corrections on the minutes of the Committee of the Whole meeting held on January 11, 2010. There were none. Mr. Wisniewski moved, and Mr. Minner seconded, to approve those minutes as presented.

Ayes: Ryan, Minner, Wisniewski, Clifford, Peterson, Pintozzi

Nays: 0

Absent: Weiner

Motion CARRIED.

The minutes of the Regular Meeting of March 8, 2010 were reviewed. Mr. Wisniewski moved, and Ms. Pintozzi seconded, to approve those minutes as presented.

Ayes: Ryan, Minner, Wisniewski, Clifford, Peterson, Pintozzi

Nays: 0

Absent: Weiner

Motion CARRIED.

The board had received copies of previous Executive Session minutes to determine whether they may be released for public viewing. It agreed to table its decision until the next Regular Meeting in May.

Committee assignments were discussed and, after discussion, the board agreed to combine the Public Relations Committee with the Outreach Committee and rename the combination the Outreach Committee.

It was agreed to change the name of the Automation Committee to the Technology Committee. Mr. Minner moved, and Mr. Wisniewski seconded, to approve these two changes to the board committees.

Ayes: Ryan, Minner, Wisniewski, Clifford, Peterson, Pintozzi

Nays: 0

Absent: Weiner

Motion CARRIED.

A staff anniversary will be celebrated on April 13 in the Meeting Room. Dorian Stoesser will be honored for ten years of service to the library. Mr. Ryan agreed to attend and present the certificate and book.

Director Pansch noted that an FOIA officer should be appointed for the library. Online training is required. Ms. Clifford moved, and Ms. Pintozzi seconded, to appoint Mr. Pansch or his designee as the FOIA officer and Open Meetings Act officer.

Ayes: Ryan, Minner, Wisniewski, Clifford, Peterson, Pintozzi

Nays: 0

Absent: Weiner

Motion CARRIED.

Mr. Wisniewski presented the Treasurer's report. Beginning balance was \$5,551,775.30, receipts were \$966,828.61 and expenditures \$439,815.50, leaving an ending balance of \$6,078,788.41. This ending balance is 1,136,525.58 greater than that of one year ago.

\$1,000,000.00 of the library's funds have already been moved into CDs at Barrington Bank and Trust. Mr. Minner moved, and Ms. Clifford seconded, to approve the Treasurer's report and bills for payment as submitted by the Executive Director.

Ayes: Ryan, Minner, Wisniewski, Clifford, Peterson, Pintozzi

Nays: 0

Absent: Weiner

Motion CARRIED

Mr. Minner asked if it was time to look at our fund balances. Director Pansch said that the board could establish a special reserve fund in order to have money for improvements. Mr. Pansch will be in contact with the library's financial advisor, Steve Larson of Ehlers and Associates.

Mr. Minner said it would be nice to set up such a fund. Mr. Pansch said we could appropriate out of that fund as we need it.

Mr. Pansch presented the Executive Director's report. He was approached by the Hospice representative last week regarding linkage of their paths and walkways with the library's paths and walkways. The same landscaper serves both places, and there would be no charge to the library. Hospice would handle the installation. There is no easement. The board agreed to this informal arrangement as presented by Hospice.

Mr. Ryan noted that Hospice would have no control over the area if, in the future, plans for the library were changed.

Mr. Minner advised that the Hospice would be a great place for a book cart, even though the library is close by.

On Memorial Day there will be about 150 artists participating in the Art Fair in Barrington. Director Pansch is a member of Barrington Cultural Commission, which planned this event.

The landscaping contract was reviewed. Damgaard Landscaping has not increased its price from last year. The maintenance contract is \$17,520.00 for eight months service. Additional improvements would cost \$6,000.00. After discussion, Mr. Minner moved, and Mr. Wisniewski seconded, to approve the Damgaard Landscaping proposal.

Ayes: Ryan, Minner, Wisniewski, Clifford, Peterson, Pintozzi

Nays: 0

Absent: Weiner

Motion CARRIED.

Mr. Pansch stated that the board had approved a space needs study in the previous fiscal year but it was never done. A study by the library planner, Anders Dahlgren, in conjunction with the architect, Joe Huberty of Engberg Anderson, would be done. Mr. Pansch said he would hope that we would find out what can be done using the resources we already have. There are ways of borrowing money that do not involve going for a referendum.

Maybe there are other alternatives than expansion. A space needs survey helps lay out other options. The study will help us see different ways to use the library.

Mr. Ryan noted that the staff has rearranged and put things in different locations to make areas look better.

Mr. Ryan moved, and Ms. Clifford seconded, to accept the proposal of \$28,500.00 to hire consultants for the space needs study.

Ayes: Ryan, Minner, Wisniewski, Clifford, Peterson, Pintozzi

Nays: 0

Absent: Weiner

Motion CARRIED.

Mr. Ryan asked if a financial service should be hired after the space needs study is finished. Steve Larson of Ehlers & Associates has done this work for the library in the past. Mr. Pansch said that part of the work would be simultaneous so we could see what is available to us. The contract for financial advisory services with Ehlers & Associates would cost a minimum of \$22,500.00 if the library decided to proceed with a bond or debt issue, \$6,500.00 of which is for the financial planning report.

Mr. Wisniewski moved, and Ms. Peterson seconded, to contract with Steve Larson from Ehlers & Associates for independent financial advisory services and to provide the financial planning report for \$6,500.00.

Ayes: Ryan, Minner, Wisniewski, Clifford, Peterson, Pintozzi

Nays: 0

Absent: Weiner

Motion CARRIED.

The board discussed the topic of policy for unattended children in the library. There is no policy on unattended children at this time. If the draft submitted to the board is approved, the police department would be approached about it. After discussion, Mr. Ryan moved, and Ms. Pintozzi seconded, to adopt the Barrington Area Library Unattended Children Policy draft as presented.

Ayes: Ryan, Minner, Wisniewski, Peterson, Pintozzi

Nays: 0

Absent: Weiner

Motion CARRIED.

Ms. Pintozzi presented the Arts Advisory Committee report. She said the recent reception for the two artists was very nice. Joe Rosenbloom has autism and really likes to paint. Thomas Balsamo, a Barrington photographer, also spoke. It was very moving. There were 54 people in attendance. The next artist reception will be held on May 14. Mr. Pansch said that the Arts Advisory Committee has done a great job.

A discussion on the Sculpture Garden followed. The board agreed it is necessary to remove some sculptures which have been on display for several years. New sculptures should be planned.

Wayne Tegeder presented the Friends of the Library report. Approximately \$216,000.00 worth of purchases were recently donated to the library by the Friends. The following items were purchased: co-sponsorship of the summer reading club, a disk cleaner, many audiobooks, and a John Deere tractor for snow removal with a sweeper attachment included.

Faye Sinnott, former President of the Friends, was nominated by them for the BACOA Senior Hall of Fame.

Under New Business, Ms. Pintozzi advised the front entrance is in bad shape. The bluestone is breaking and should be replaced. Mr. Ryan suggested having cement. The cement could be tinted. It was suggested that the architect should be contacted to find something suitable.

The board agreed there was no need for an Executive Session. Mr. Minner moved, and Ms. Pintozzi seconded, to adjourn.

Ayes: Ryan, Minner, Wisniewski, Clifford, Peterson, Pintozzi

Nays: 0

Absent: Weiner

Motion CARRIED. Final adjournment was at 8:14 p.m.

Carolyn Welch Clifford, Secretary