

MINUTES OF A PUBLIC HEARING AND REGULAR MEETING OF THE BOARD OF LIBRARY TRUSTEES OF THE BARRINGTON PUBLIC LIBRARY DISTRICT

A Public Hearing and Regular Meeting of the Board of Library Trustees were held on September 12, 2016, 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 September 9, 2016.

Present and acting as trustees were:

Carolyn Welch Clifford, Vice President
Carrie F. Carr, Treasurer
Barbara Pintozzi, Secretary
Denise Tenyer
William J. Pizzi

Absent were:

Donald F. Minner, President
Denise Peters

Also in attendance were:

Detlev Pansch, Executive Director
Ryann Uden, Operations Manager
Lisa Stordahl, Staff
Deborah Cotopolis, Barrington Resident
Peter Cotopolis, Barrington Resident
Marisel Guntin, Barrington Resident
Shaun Kelly, Engberg Anderson

Vice President Clifford called the meeting to order, and acknowledged Mr. Kelly, Ms. Cotopolis, Mr. Cotopolis, and Ms. Guntin. Ms. Cotopolis asked to speak on behalf of an alliance of Barrington residents regarding concern over the Lake Zurich Road Realignment Project proposed by the Village of Barrington. The group collected nearly 600 signatures, from residents located in almost every neighborhood, in order to place a referendum on the ballot of the November 8th election. Ms. Cotopolis reported that "the vast majority of village residents expressed frustration with the Village's current plan". In addition to questions of funding, the group was upset about the Village's intent of rerouting Lake Zurich Road in front of the Library and was concerned for the safety of the Library's patrons. The Board listened to the group's concerns and thanked them for voicing their trepidations. Mr. and Ms. Cotopolis and Ms. Guntin stated their appreciation to the Board for their time and attention in this matter and then left the meeting.

Vice President Clifford asked if there were questions on the Minutes of the July 11, 2016 regular meeting. There were none. Ms. Carr moved, and Ms. Pintozzi seconded the motion to approve the minutes of the July 11 meeting as presented.

Ayes: Carr, Clifford, Pintozzi, Pizzi
Nays: 0
Abstain: Tenyer
Absent: Minner, Peters
Motion: CARRIED.

Vice President Clifford asked if there were questions on the Minutes of the August 22, 2016 Committee of the Whole Meeting. There were none. Ms. Pintozzi moved, and Ms. Carr seconded the motion to approve the minutes of the August 22 meeting as presented.

Ayes: Carr, Clifford, Pintozzi, Pizzi, Tenyer
Nays: 0
Absent: Minner, Peters
Motion: CARRIED.

Vice President Clifford acknowledged the staff anniversaries of Elizabeth Morris, Technical Services Librarian (10 years); Richard Polomsky, Material Services (15 years); Laura Hornbostel, Material Services (10 years); Marilyn Kranz, Customer Service (15 years); and Sharon Krasel, Material Services Associate (40 years). The Board offered their congratulations and appreciation for their service. They specifically noted the longevity of Sharon Krasel who is celebrating 40 years with the Library.

Mr. Shaun Kelly, from Engberg Anderson, gave an update on the parking lot project. He explained that the project bid came in higher than expected at 1.4 million dollars. The parking lot is in rough shape and needs quite a bit of attention. He suggested that the job could be split it into two separate projects, lower lot and upper lot, and have the work completed in two separate fiscal years. His recommendation was to take care of the lower lot first as it is in the poorest condition of the two, then proceed with the upper lot during the next fiscal year. Mr. Kelly also made the board aware that the work will likely not begin until after the winter season to allow time for all the permits to be approved by the Village. Ms. Carr moved and Ms. Tenyer seconded to authorize the completion of the Engberg Anderson construction documents for the parking lot project, not to exceed \$60,000.

Ayes: Carr, Clifford, Pintozzi, Pizzi, Tenyer
Nays: 0
Absent: Minner, Peters
Motion: CARRIED.

The Board invited Operations Manager, Ryann Uden, to begin her presentation on Remote Service Opportunities, which includes seven remote drop boxes and four remote banks of lockers frequently used by our customers. To improve service, Ms. Uden suggested moving the lockers at the Willow Recreation Center to an interior location. The lockers, which are currently outdoors, have weather related closures from time to time, need updated electronics, and are in need of concrete pad repair. Moving the lockers indoors would save money over time as they would be protected from the elements. In addition, we would add an inside return box as well as retaining the outside return box, which would allow customers to return their materials anytime during the day or night. Cost of the project would not exceed \$60,000. Once this phase is finished, Ms. Uden suggested looking at the feasibility of putting lockers in other interior locations around the library district. The Board thanked Ms. Uden for her presentation and were very impressed with the tools she used to disseminate data for her presentation. Mr. Pizzi moved and Ms. Tenyer seconded a motion for the authorization of the remote locker project at Willow Recreation Center not to exceed \$60,000.

Ayes: Carr, Clifford, Pintozzi, Pizzi, Tenyer
Nays: 0

Absent: Minner, Peters
Motion: CARRIED.

Vice President Clifford asked if there were any questions or discussion on Ordinance 2016-4, Ordinance providing for budget and appropriations of Barrington Public Library District, Cook, Kane, Lake and McHenry Counties, Illinois for the fiscal year beginning July 1, 2016 and ending June 30, 2017. Mr. Pizzi moved and Ms. Carr seconded a motion to adopt Ordinance 2016-4 as presented.

Ayes: Carr, Clifford, Pintozzi, Pizzi, Tenyer
Nays: 0
Absent: Minner, Peters
Motion: CARRIED.

Vice President Carr asked if there were any questions or discussion on Ordinance 2016-5, Ordinance authorizing levy of an additional tax for the maintenance, repairs and alteration of the library building and equipment. Mr. Pizzi moved and Ms. Tenyer seconded a motion to adopt Ordinance 2016-5 as presented.

Ayes: Carr, Clifford, Pintozzi, Pizzi, Tenyer
Nays: 0
Absent: Minner, Peters
Motion: CARRIED.

Ms. Carr presented the Treasurer's Report for July 2016. Beginning balance was \$5,870,606.56 with receipts of \$614,416.43 and expenditures of \$460,188.84; leaving an ending balance of \$6,024,834.15. This ending balance is \$953,309.40 more than that of one year ago. Ms. Carr moved and Ms. Pintozzi seconded a motion to approve the Treasurer's Report and bills for payment as presented.

Ayes: Carr, Clifford, Pintozzi, Pizzi, Tenyer
Nays: 0
Absent: Minner, Peters
Motion: CARRIED.

Ms. Carr also presented the Treasurer's Report for August 2016. Beginning balance was \$6,024,834.15 with receipts of \$1,028,946.35 and expenditures of \$482,464.92; leaving an ending balance of \$6,571,315.58. Mr. Pizzi moved and Ms. Tenyer seconded a motion to approve the Treasurer's Report and bills for payment as presented.

Ayes: Carr, Clifford, Pintozzi, Pizzi, Tenyer
Nays: 0
Absent: Minner, Peters
Motion: CARRIED.

Ms. Carr informed the Board that we will be moving \$250,000 to a Sawyer-Falduto managed Schwab account for investment purposes. This transfer is a safe investment and will earn more interest than sitting in a traditional bank account.

Director Pansch requested a change in our snow removal vendor to Tovar Snow Professionals. Gail Borden Library uses Tovar and they come highly recommended. In

addition, Tovar is less costly overall. Ms. Tenyer moved and Mr. Pizzi seconded a motion to award Tovar Snow Professionals a one year contract.

Ayes: Carr, Clifford, Pintozzi, Pizzi, Tenyer
Nays: 0
Absent: Minner, Peters
Motion: CARRIED.

Director Pansch shared the new way that Adult Services is getting materials to our Homebound Customers. Our Homebound Delivery Service, which used to rely on volunteers and staff to get materials to our patrons, was becoming an increasing concern of liability for the library. This new system is working very well. When homebound customers request materials, they are placed in a pouch and delivered via the U.S. Postal Service. After finishing the materials, they simply put them back in the pouch and send them back to the library using the prepaid shipping label. The pouch delivery system is a safe and effective way to get materials out to our customers who qualify as homebound and are unable to get to the library.

In Old Business, Ms. Pintozzi asked to look at the coordination letter that the village said we agreed to in 2013. Director Pansch directed her to the location of that document which is still available on TrusteeNet.

In New Business, the Personnel Committee would meet before the next Board Meeting on October 10, 2016 at 6:00 p.m. for the annual evaluation of the Executive Director.

There being no further business, Ms. Carr moved, and Mr. Pizzi seconded, to adjourn.

Ayes: Carr, Clifford, Pintozzi, Pizzi, Tenyer
Nays: 0
Absent: Minner, Peters
Motion: CARRIED.

Adjournment was at 8:58 p.m.


Secretary