

BARRINGTON PUBLIC LIBRARY DISTRICT
REGULAR MEETING MINUTES

February 10, 2025, 7 PM
Zimmerman Room

I. CALL TO ORDER

President Carr called the meeting to order at 7:00 PM.

II. ROLL CALL

Trustees Present: Carr, Cunningham, Lucas, McGrath, Miller, Ordway, Prigge

Trustees Absent: None

A quorum is present.

Staff Present: Executive Director Jason Pinshower, J. Katsion, L. Rosenthal, L. Stordahl

Guests in attendance: L. Babka, Z. Bush, L. Davis, S. Dietz, T. Dillon, R. Forsyth-Tuerck, S. Hurley, S. Hurley, A. Lewis, K. Maclean, E. Matta, R. McCarthy, I. Ohein, M. Stadler, I. Stenett, S. Vega, R. Yen

III. AUDIENCE RECOGNITION AND PUBLIC COMMENT

Public Comment was held. One guest addressed the board regarding programming.

IV. APPROVAL OF MINUTES

The Regular Meeting Minutes of January 13, 2025 were reviewed by the Board. Motion by Treasurer Lucas to approve the Regular Meeting Minutes of January 13, 2025 as presented.

Second: Trustee McGrath

Ayes: Carr, Cunningham, Lucas, McGrath, Miller, Ordway, Prigge

Nays: None

Absent: None

Abstain: None

Motion: CARRIED.

The Board reviewed the Building Committee Minutes from January. Vice President Miller moved to approve the Building Committee Minutes of January 13, 2025 as presented.

Second: Secretary Ordway

Ayes: Carr, Cunningham, Lucas, McGrath, Miller, Ordway, Prigge

Nays: None

Absent: None

Abstain: None

Motion: CARRIED.

V. MISCELLANEOUS REPORTS/BUSINESS

President

None

Treasurer

The monthly Treasurer’s Report was reviewed. The beginning balance was \$13,056,981.13. Revenue received in December totaled \$61,995.67 with expenditures amounting to \$607,390.01; leaving an ending balance of \$12,511.586.79.

Finance Manager, Lauren Rosenthal, answered questions on a few January expenses. President Carr moved to approve the Financial Report and bills for payment as presented.

Second: Cunningham

Ayes: Carr, Cunningham, Lucas, McGrath, Miller, Ordway, Prigge

Nays: None

Absent: None

Abstain: None

Motion: CARRIED.

Executive Director

Director Pinshower gave an update on the MakerLab repair work and noted that while the drywall and painting work should be done relatively quickly, the AV work will likely take a few months due to the contractor’s schedule. All repair work will be covered by the Library’s insurance policy.

Staff were thankful for the ability to participate in the second annual safety training which focused on how to respond to customers experiencing mental illness, as well as tornado safety training and cybersecurity training.

In programming news, the Seed Library launch was a great success with 662 people stopping by, nearly double from last year. 31,777 seed packets have been picked up thus far. In addition, Snow Ball and our Saturday Morning Family Concert, Jigglejam, were both very well attended.

Director Pinshower updated the Board on the latest information regarding the Route 14 underpass project.

VI. REPORTS OF COMMITTEES

The Policy Committee met prior to the start of the Regular Meeting. Policies reviewed and discussed included Library Resource Borrowing, Records Retention and Privacy, and Social Media.

A motion to approve the Policy Manual revisions as presented was made by Treasurer Lucas.

Second: Vice President Miller

Ayes: Carr, Cunningham, Lucas, McGrath, Miller, Ordway, Prigge

Nays: None

Absent: None

Abstain: None

Motion: CARRIED.

VII. OLD BUSINESS

The Library's Finance Manager, Lauren Rosenthal, reviewed the Library's Capital Reserve Plan with the Trustees. The Capital Reserve Plan evaluates the building and anticipates the useful life of all components. Our Capital Reserve Plan is focused on three main areas:

1. Capital Repairs and Replacement: Includes items such as the roof, carpet, HVAC, electrical, plumbing, and the Library's fire suppression systems.
2. Major Maintenance
3. Furniture, Fixtures, and Equipment (FFE) – plans for useful life of items and the replacement of such items.

Ms. Rosenthal noted that our plan factors in the rate of inflation, and gives us confidence that we will have the money to replace and fix items not only as planned, but also if needed due to unforeseen circumstances.

VIII. NEW BUSINESS

Consideration of the Computer Replacement Purchase

Director Pinshower presented the contracts for the Computer Replacement Purchase for the Board's consideration. It was noted that this purchase was accounted for in the current fiscal year's budget. Computers being replaced are over 5 years old and make up approximately 60% staff and 40% of public computers. The purchase is further necessitated by Windows 10 end of life, which will occur in October of 2025. All computers in this proposal are compatible with Windows 11.

Motion by Trustee Prigge to approve the computer replacement purchase as presented in an amount not to exceed \$78,882.87.

Second: Vice President Miller

Ayes: Carr, Cunningham, Lucas, McGrath, Miller, Ordway, Prigge

Nays: None

Absent: None

Abstain: None

Motion: CARRIED.

IX. GENERAL INFORMATION

Trustees were encouraged to watch for the email from Lake County regarding filing their annual Statement of Economic Interest.

X. ADJOURNMENT

Motion by President Carr to adjourn the meeting at 7:29 PM.

Second: Secretary Ordway

All voted aye.

Motion carried.

/s/ Anne Ordway

Secretary