

BARRINGTON PUBLIC LIBRARY DISTRICT
REGULAR MEETING MINUTES

July 14, 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, Forsyth-Tuerck, Lucas, McCarthy, Ordway, Prigge

Trustees Absent: None

A quorum is present.

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

Guests in attendance: None

III. AUDIENCE RECOGNITION AND PUBLIC COMMENT

No one was present to address the Board.

IV. APPROVAL OF MINUTES

Motion by Treasurer Prigge to approve the Regular Meeting Minutes of June 9, 2025, as presented.

Second: Trustee Forsyth-Tuerck

Ayes: Carr, Cunningham, Forsyth-Tuerck, Lucas, McCarthy, Ordway, Prigge

Nays: None

Absent: None

Abstain: None

Motion: CARRIED.

The Board held the semi-annual review of the Executive Session Minutes. A motion was made by Vice President Lucas to release the Personnel Executive Session Minutes of May 5, 2025.

Second: Trustee Cunningham

Ayes: Carr, Cunningham, Forsyth-Tuerck, Lucas, McCarthy, Ordway, Prigge

Nays: None

Absent: None

Abstain: None

Motion: CARRIED.

Motion by President Carr to authorize the destruction of audio recordings from the closed session meetings held on 10/4/2023 and 11/12/2023, in accordance with 5 ILCS 120/2.06(c), as the recordings are over 18 months old and have been approved and released.

Second: Treasurer Prigge

Ayes: Carr, Cunningham, Forsyth-Tuerck, Lucas, McCarthy, Prigge

Nays: Ordway

Absent: None
Abstain: None
Motion: CARRIED.

V. MISCELLANEOUS REPORTS/BUSINESS

President

The staff anniversaries of Lucy Down and MaryJo Nitz were recognized. Both have worked for the library for 10 years.

Treasurer

The Treasurer's Report for the month was reviewed. The beginning balance was \$9,793,475.07. Revenue for June totaled \$64,072.16, while expenditures amounted to \$971,957.02, resulting in an ending balance of \$8,885,590.21.

Finance Manager, Lauren Rosenthal, answered a couple of questions from Trustees regarding balances and payments made in June.

President Carr moved to approve the Financial Report and Bills for Payment as presented.

Second: Trustee McCarthy

Ayes: Carr, Cunningham, Forsyth-Tuerck, Lucas, McCarthy, Ordway, Prigge
Nays: None
Absent: None
Abstain: None
Motion: CARRIED.

Executive Director

Director Pinshower was incredibly pleased to announce that the Barrington Area Library was recently awarded the GFOA Certificate of Achievement for Excellence in Financial Reporting. The Library is one of only three libraries in Illinois, and one of ten library districts in the nation to receive this prestigious award.

"The certificate of achievement is the highest form of recognition in the area of governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management." GFOA

Ms. Rosenthal was commended for her hard work in helping the library to earn this award.

As the fiscal year concluded, Director Pinshower reported a historic year for the Library. Notable year-over-year increases from FY2024 to FY2025 included:

- Library visits: up 2%
- Study room usage: up 5%
- Program attendance: up 8%
- One-on-one sessions: up 23%

Although circulation declined by 2%, Director Pinshower emphasized a shift in customer engagement, with increased participation in programs, one-on-one sessions, and use of meeting and study spaces.

VI. REPORTS OF COMMITTEES

Lisa will coordinate with Trustees Cunningham and Forsyth-Tuerck to complete the annual Secretary's audit for FY25.

VII. OLD BUSINESS

Outdoor Space Master Plan

The Board discussed next steps for the Outdoor Space Master Plan. Director Pinshower was directed to get more information from Hitchcock on what next steps would look like to move forward with the Activity Pavilion and Lawn, the Entry Court, and the concrete paths throughout the property.

VIII. NEW BUSINESS

Consideration of Locker Purchase for the Library of Things

Director Pinshower shared the contract with Lyngsoe for the Library of Things Lockers. He thanked our IT Manager, Tom Nielsen, who has been working with Lyngsoe over the course of the past year to develop lockers to meet our needs for this project. This is a brand-new product, and we will be the first Library to launch this system.

Mr. Neilsen answered questions from the Trustees on how the lockers would work.

Motion by Vice President Lucas to approve the purchase of lockers for the Library of Things in an amount not to exceed \$179,985.00 and to authorize the Director to sign on the Board's behalf.

Second: Trustee McCarthy

Ayes: Carr, Cunningham, Forsyth-Tuerck, Lucas, McCarthy, Ordway, Prigge

Nays: None

Absent: None

Abstain: None

Motion: CARRIED.

IX. GENERAL INFORMATION

Completion of the annual harassment training is due July 31, 2025. The training link should be live as of tomorrow (7/15/25) for Trustees.

X. ADJOURNMENT

Motion by President Carr to adjourn the meeting at 7:43 P.M.

Second: Trustee Cunningham

All voted aye. Motion Carried.

/s/ Anne Ordway

Secretary