

BARRINGTON PUBLIC LIBRARY DISTRICT
PUBLIC HEARING & REGULAR MEETING MINUTES

September 8, 2025, 7 PM

Zimmerman Room

I. CALL TO ORDER

President Carr called the Public Hearing and Regular 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, L. Rosenthal, L. Stordahl

Guests in attendance: C. Damsch, S. Kelly, J. Tepas

III. AUDIENCE RECOGNITION AND PUBLIC COMMENT

PUBLIC HEARING –

No comments were offered during the Budget and Appropriations Public Hearing.

REGULAR MEETING –

A suggestion was offered by Ms. Tepas, representing the After-Hours Rotary, Cultural Commission, and the Barrington Artists Association, that the Board consider adding a satellite space in the center of town to enhance vibrancy.

President Carr moved two action items to the top of the agenda to allow for Mr. Damsch and Mr. Kelly to answer Trustee questions about upcoming projects for consideration.

Consideration of Bid Recommendations for FY26 Capital Repairs Project

Mr. Damsch shared the bids for the Capital Repairs Project and provided an overview of the project which includes window and gutter replacements, painting, and exterior teak maintenance.

After answering the Board's questions about the project, a motion was made by Treasurer Prigge to authorize Director Pinshower to execute the contracts for the FY26 Capital Repairs Projects in an amount not to exceed \$536,441.00, which includes the lowest responsible bids from Hargrave Builders, K&J Painting, and the construction management services of Shales McNutt.

Second: Trustee Cunningham

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

Nays: None

Absent: None

Abstain: None

Motion: **CARRIED.**

Consideration of Proposal Recommendations for the FY26 Furniture Project

Mr. Kelly presented the furniture proposal recommendations for the FY26 Furniture Project. After answering questions from the trustees, a motion was made by Vice President Lucas to approve the

proposals from Henriksen and Continua for the FY26 Furniture Project in a total amount not to exceed \$309,044.23, and to authorize Director Pinshower to execute the contracts 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.

IV. APPROVAL OF MINUTES

Motion by Secretary Ordway to approve the Regular Meeting Minutes of July 14, 2025, as presented.

Second: Trustee McCarthy

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

Nays: None

Absent: None

Abstain: None

Motion: CARRIED.

V. MISCELLANEOUS REPORTS/BUSINESS

President

The fifteen-year anniversaries of Cathy McAuley, Technical Services, and Juan Carranza, Building Services, were recognized.

Treasurer

The July Treasurer's Report was reviewed. The beginning balance was \$8,872,100.71. Revenue received in July totaled \$4,759,135.80, with expenditures amounting to \$576,311.51, leaving an ending balance of \$13,054,925.00.

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

Second: Treasurer Prigge

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

Nays: None

Absent: None

Abstain: None

Motion: CARRIED.

The August Treasurer's Report was reviewed. The beginning balance was \$13,054,925.00. Revenues for August totaled \$209,227.34, and expenditures amounted to \$894,310.63, resulting in an ending balance of \$12,369,841.71.

A motion to approve the August Financial Report and Bills for Payment as presented was made by Treasurer Prigge and seconded by Trustee Cunningham.

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

Nays: None

Absent: None
Abstain: None
Motion: CARRIED.

Executive Director

Director Pinshower made note of several highly successful programs held on the back lawn this summer including Miss Katie Sings, Joel Frankel's family concert, Mini Mud Kitchen, and Meet the School Bus.

Another successful Summer Reading Program has come to a close with a record number of registrations and finishers this year. Fifty-six percent of registrants completed the program, up from fifty-one percent last year.

Director Pinshower reported that major construction on the Route 14 Underpass project continues in front of the library. Updates on the roadwork are being communicated to customers as information becomes available. The construction is expected to impact the library for an additional 4 to 6 weeks, until the temporary Route 14 roadway opens.

VI. REPORTS OF COMMITTEES

The Secretary's audit took place on July 15, 2025. All documents and records were found to be in order.

The Budget, Finance and Levy Committee Meeting will meet October 13, 2025, at 6 PM to discuss the levy to be adopted at the November meeting.

VII. OLD BUSINESS

Outdoor Space Master Plan Update:

Director Pinshower followed up with Hitchcock Design to discuss questions posed by the Board at the July Meeting. Mr. Pinshower reported that to pave all the paths at once would cost approximately 1.2 million dollars. They also discussed a few alterations to the plan for the Activity Pavillion noting that the two side structures, although nice, were not needed. The next step would be to start the design phase for the structure with the architect, which could take up to 9 months. The Board will consider this at an upcoming meeting.

VIII. NEW BUSINESS

Consideration of Ordinance 2025-3

The Board reviewed Ordinance 2025-3. Director Pinshower noted that nothing had changed since the adoption of the Tentative Budget Ordinance was approved in June of 2025.

Treasurer Prigge moved to approve Ordinance 2025-3, an Ordinance providing for the Budget & Appropriations of the Barrington Public Library District, Cook, Kane, Lake and McHenry Counties, Illinois, for the fiscal year beginning July 1, 2025, and ending June 30, 2026, as presented.

Second: Vice President Lucas

Ayes: Carr, Cunningham, Forsyth-Tuerck, Lucas, McCarthy, Ordway, Prigge
Nays: None
Absent: None

Abstain: None
Motion: CARRIED.

Consideration of Library Closure for Staff In-Service Day

Director Pinshower requested Board consideration to close the Library for the annual Staff In-Service Day. Trustee discussion included the possibility of incorporating safety training into the In-Service Day. It was noted that combining safety training with the Staff In-Service Day would not be preferable, as the focus of the day is intended to remain on team building, the Library's core values, and professional development.

A motion to approve the closure of the Library for the Annual Staff In-Service Day on Thursday, April 30, 2026, was made by President Carr.

Second: Treasurer Prigge

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

Consideration of Library Safety Training

Director Pinshower requested Board consideration to close the Library to conduct staff safety training, including Narcan administration, lockdown drills, and procedures for ensuring customer safety during emergencies.

Secretary Ordway moved to approve the closure of the Library for safety training on January 15, 2026, from 9 A.M. – 1 P.M.

Second: Vice President Lucas

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

Consideration of Dell Quote

Director Pinshower shared the Dell Quote to replace server infrastructure switches that have reached end of life.

Vice President Lucas moved to approve the Dell Quote for Server Infrastructure Switches in an amount not to exceed \$43,485.80, and to authorize Director Pinshower to execute the contract on the Board's behalf.

Second: Treasurer Prigge

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

Motion: CARRIED.

IX. GENERAL INFORMATION

Director Pinshower shared the IPLAR report that was submitted on September 1, 2025, to the state of Illinois.

President Carr encouraged Trustees to sign up for the free Robert's Rules of Order webinar on September 27, 2025, presented by RAILS.

Trustee McCarthy shared that he had walked the building, including the roof, while reviewing the Capital Repairs Plan and that he felt the document was complete and appropriate.

X. ADJOURNMENT

Motion by President Carr to adjourn the meeting at 8:05 P.M.

Second: Trustee Cunningham

All voted Aye.

Motion carried.

/s/ Anne Ordway
Secretary