

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 was held on July 14, 2014, 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 July 11, 2014.

Present and acting as trustees were:

Donald F. Minner, President  
Carolyn Welch Clifford, Vice President  
Henry G. Wisniewski, Treasurer  
Barbara Pintozzi, Secretary  
Carrie F. Carr  
William J. Pizzi  
Richard J. Ryan, President Emeritus

Also in attendance were:

Detlev Pansch, Executive Director  
Shaun Kelly, Engberg Anderson  
Cheryl Riendeau, Staff  
Mr. Bob Webb, BETA  
Ms. Tammy Stergiou, Patron

President Minner called the meeting to order, acknowledged the guests and asked if either guest had any comments. Ms. Stergiou addressed the Board regarding the renovation. She has children in the Barrington 220 school district and came to the meeting to thank the Board of Trustees for the wonderful and amazing Youth Services department. Her children, as well as her family living outside of this library district, regularly choose a library visit over a visit to the park.

She also commended the library on the staff, particularly Mike Campagna, who had a great effect on her son's reading abilities. Her family also attended a recent Second Fridays program and was impressed by the library's attention to the needs and wants of the adults in this library district. She is grateful for the work and effort of the Board and the library staff. The Barrington Area Library fosters the social and creative needs of its youngest patrons, as well as their technology needs. The Board thanked her for her comments and she left the meeting.

Ms. Pintozzi added that she was impressed with staff running the technology programs at the Remix event. They have taken ownership of the new technology available and have created exciting programs with it.

President Minner asked if there were questions on the minutes of the June 9 Regular Meeting. There were none. Mr. Wisniewski moved, and Mr. Ryan seconded, to approve the minutes of the June 9 meeting as presented.

Ayes: Minner, Wisniewski, Carr, Pizzi, Ryan  
Nays: 0  
Abstain: Clifford, Pintozzi  
Motion: CARRIED.

Shaun Kelly from Engberg Anderson gave a report on the end of the renovation project. The renovation project was broken down into three separate projects during the one year period that the library was under construction: Building, Furniture, and Library Technology. There are contingency items that came up at the end of the project that need to be dealt with. Part of the furniture contingency money remaining from the project can be used for the following items.

Building Project –

- There is a desire to incorporate a paging system. This system can be tied in to the new fire alarm system hardware, and the cost is for coordinating the two systems.
- Revisions to the electrical system in Phase 2 were rejected due to cost. The cost is being negotiated by Engberg Anderson to an amount deemed acceptable.
- The Multipurpose Room’s HVAC vents need to be replaced. This was discovered at the end of the project.
- VAV system to the vestibule needs to be upgraded before winter is another issue discovered at the end of the project.
- The code required fire rating of the back of house circulation area is being achieved through fire rated glazing on doors and the addition of sprinkler heads which comes at a lower cost than other options.
- The emergency boiler shut-off is a code required item that must be installed per the Village Code and the State of Illinois inspector.

Furniture Project – Alterations need to be made to workstations to accommodate usability now that the spaces are complete. Bumper rails and additional grommets need to be added to some workstations.

Library Technology- the Zimmerman Room and the Business & Technology Conference Room have issues caused by the heat being generated by the equipment in the cabinets. Vents need to be installed in the cabinetry in these two rooms.

The costs estimated for these changes are set conservatively. After negotiations, the cost is expected to decrease. There was a question and answer period with Mr. Kelly after which, Mr. Minner moved to accept Mr. Kelly’s report as presented, and authorize expenditures for these contingency items not to exceed \$25,000. Mr. Ryan seconded the motion.

Ayes: Minner, Clifford, Wisniewski, Pintozzi, Carr, Pizzi, Ryan  
Nays: 0  
Motion: CARRIED.

Resolution 2014-1, the Annual Resolution authorizing public library district non-resident cards was reviewed. Mr. Wisniewski moved, and Ms. Pintozzi seconded, to adopt Resolution 2014-1.

Ayes: Minner, Clifford, Wisniewski, Pintozzi, Carr, Pizzi, Ryan  
Nays: 0  
Motion: CARRIED.

Ordinance 2014-3, an Ordinance providing for Tentative Budget and Appropriations of Barrington Public Library District, Cook, Kane, Lake and McHenry counties, Illinois for the fiscal year beginning July 1, 2014 and ending June 30, 2015 was reviewed. Mr. Wisniewski

reported on the Budget, Finance and Levy committee meeting of July 14, 2014 at 6:00 p.m. The committee reviewed the Working Budget for the fiscal year 2015 and recommended approval as presented. Mr. Wisniewski moved to approve Ordinance 2014-3 as presented. Mr. Minner seconded the motion.

Ayes: Minner, Clifford, Wisniewski, Pintozzi, Carr, Pizzi, Ryan  
Nays: 0  
Motion: CARRIED.

President Minner set the date for the Budget and Appropriations Ordinance Hearing for September 8, 2014.

Mr. Wisniewski presented the Treasurer's report. Beginning balance was \$4,727,903.62 with receipts of \$1,476,439.67 and expenditures of \$1,056,969.85; leaving an ending balance of \$5,147,373.44. This ending balance is \$5,540,413.87 less than that of one year ago. Mr. Pizzi moved, and Ms. Carr seconded, to approve the Treasurer's report and bills for payment as presented.

Ayes: Minner, Clifford, Wisniewski, Pintozzi, Carr, Pizzi, Ryan  
Nays: 0  
Motion: CARRIED.

Mr. Ryan reported on the Personnel Committee Meeting, which was held prior to the Regular Meeting at 6:45 p.m. The Board is very pleased with Director Pansch's performance. The Personnel Committee agreed upon compensation for the FY 2015 and Director Pansch will receive a letter.

Director Pansch gave his report and asked the Board of Trustees to consider changing policy 13.3, whereby the Director can suspend patrons from use of the building. Currently the policy states that the Executive Director can ban a patron from the library for up to 30 days. Because of the nature of patron issues, Director Pansch would like the Board to consider changing this policy to six months. There was a discussion about the frequency and nature of these occurrences and the processes in place. This policy was compared to policies in other libraries. Ms. Clifford moved to make the change to policy to allow the Executive Director to suspend patron privileges for up to six months. Mr. Wisniewski seconded the motion.

Ayes: Minner, Clifford, Wisniewski, Pintozzi, Carr, Pizzi, Ryan  
Nays: 0  
Motion: CARRIED.

Executive Session minutes were reviewed for November 23, 2009, December 14, 2009, and February 8, 2010. Ms. Clifford moved to hold these Executive Session minutes confidential and not release them for public viewing. Ms. Pintozzi seconded the motion.

Ayes: Minner, Clifford, Wisniewski, Pintozzi, Carr, Ryan  
Nays: 0  
Abstain: Pizzi  
Motion: CARRIED.

Mr. Ryan moved and Ms. Clifford seconded a motion to adjourn to Executive Session to discuss pending litigation at 7:37 p.m.

Ayes: Minner, Clifford, Wisniewski, Pintozzi, Carr, Pizzi, Ryan  
Nays: 0  
Motion: CARRIED.

The trustees returned to the Regular Session at 7:47 p.m.

In New Business, the Audit Committee will work with the Office Manager to set up a time to do the audit. This report from the Audit Committee is part of the annual report to the State of Illinois.

The Board reviewed a letter in response to a communication received by Director Pansch.

There being no further business, Mr. Wisniewski moved, and Mr. Ryan seconded, to adjourn.

Ayes: Minner, Clifford, Wisniewski, Pintozzi, Carr, Pizzi, Ryan  
Nays: 0  
Motion: CARRIED.

Adjournment was at 7:50 p.m.

  
Secretary