

**BARRINGTON PUBLIC LIBRARY DISTRICT**  
**REGULAR MEETING MINUTES**

May 13, 2024, 7 PM  
Meeting 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. Stordahl

**Guests/Public in attendance:**

Michael Higgins

**III. AUDIENCE RECOGNITION AND PUBLIC COMMENT**

No one was present to address the Board.

**IV. APPROVAL OF MINUTES**

The Regular Minutes from April 8, 2024 were reviewed. Motion by Secretary Ordway to approve the Regular Meeting Minutes of April 8th as presented.

Second: Trustee McGrath

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

Nays: None

Absent: None

Abstain: None

**Motion: CARRIED.**

The Personnel Committee Minutes from April 8, 2024 were reviewed. Motion by Trustee Prigge to approve the Personnel Committee Meeting Minutes of April 8th as presented.

Second: Vice President Miller

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

Nays: None

Absent: None

Abstain: None

**Motion: CARRIED.**

**V. MISCELLANEOUS REPORTS/BUSINESS**

*President*

President Carr and Vice President Miller recently attended the ILEAD trustee training that was available to all trustees. After attending, both agreed it would be beneficial to new trustees and if possible, a link will be provided in the future.

*Treasurer*

The monthly Treasurer’s Report was reviewed. The beginning balance was \$13,310,747.66. Revenue received in April totaled \$67,623.65 with expenditures amounting to \$1,248,880.38; leaving an ending balance of \$12,629,490.93.

Treasurer Lucas moved to approve the Financial Report and Bills for Payment as presented.  
Second: Trustee Cunningham

Ayes: Carr, Cunningham, Lucas, McGrath, Miller, Ordway, Prigge  
Nays: None  
Absent: None  
Abstain: None  
**Motion: CARRIED.**

*Executive Director*

**IDOT Project:** The village created a webpage dedicated to the underpass project. Director Pinshower recommended that trustees sign up to receive email updates from the village at <https://us14underpass.com>.

**Renovation:** The renovation project continues to be on schedule. Furniture is scheduled to arrive the week of May 20<sup>th</sup>. Study Room C has been reopened, and bottle filling stations will be installed at each of the water fountains in YS, AS, and the atrium soon. The Library of Things project has been removed from this project and will become its own project due to having to create a software solution for customers to be able to access the Library of Things lockers.

**VI. REPORTS OF COMMITTEES**

*Budget, Finance, and Levy Committee:*

Committee will meet on Thursday, May 16<sup>th</sup> at 6 PM to discuss the tentative budget.

*Personnel Committee:*

Meeting set for June 10, 2024 at 6 PM to align the Executive Director’s Annual Performance Review in the same timeframe as the remainder of the library staff.

*Policy Committee:*

The Policy Committee met prior to the Regular Meeting to review and discuss financial policies required by our new auditors, Lauterbach & Amen, LLP.

Trustee Prigge made a motion to approve the Capital Asset Policy as presented.  
Second: Trustee McGrath

Ayes: Carr, Cunningham, Lucas, McGrath, Miller, Ordway, Prigge  
Nays: None  
Absent: None  
Abstain: None  
**Motion: CARRIED.**

Treasurer Lucas made a motion to approve the Fund Balance Policy as presented.

Second: Vice President Miller

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

Nays: None

Absent: None

Abstain: None

**Motion: CARRIED.**

Trustee Cunningham made a motion to approve the Indemnification and Insurance Policy as presented.

Second: President Carr

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

Nays: None

Absent: None

Abstain: None

**Motion: CARRIED.**

Vice President Miller made a motion to approve the Purchasing Policy as presented.

Second: Trustee Prigge

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

Nays: None

Absent: None

Abstain: None

**Motion: CARRIED.**

## **VII. OLD BUSINESS**

None.

## **VIII. NEW BUSINESS**

None.

## **IX. GENERAL INFORMATION**

## **X. ADJOURNMENT**

Motion by Trustee McGrath to adjourn the meeting at 7:17 PM

Second: Trustee Cunningham.

All voted aye. **Motion carried.**

*/s/ Anne Ordway*  
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Secretary