

**Fox River Valley Public Library District
Board of Trustees Meeting
December 10, 2012**

**Dundee Library Meeting Room
500 Barrington Avenue
East Dundee, IL 60110**

President Marge Skold called the meeting to order at 7:02 PM

Roll Call

Members present:

President	Marge Skold
Treasurer	Norman Raven
Secretary	Richard Corbett
Trustee	Mark Biewald

Members absent:

Vice Pres	Lenore McDonald
Trustee	Maria Bagshaw
Trustee	Fred Lechuga

Others present:

Director	Roxane Bennett Jeanne Etling, Nancy Kendzior, Mary Povilonis, Anne Nickerson, Elizabeth Novak, Karin Nelson, Evan Schmitt, Brad Schmitt, Homer Corcoran, Don Corcoran, Lisa Burriezza, Bradley Burriezza
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Public Comment

Anne Nickerson of Friends of the Library reported that the recently held book sale grossed \$2900. She reported that Board input would be solicited by the Long-Term Planning Committee regarding the organization's mission and activities. At present the finances of Friends of the Library were being reviewed, and it showed that income is down and the focus of the work of the organization has changed. Presentation of various programs for the public has replaced the function of simply buying materials used at the library as was done in the past. Nickerson questioned what the FOL mission really should be relative to the function of the library.

President's Report

President Skold acknowledged visiting boy scouts in our audience tonight. It was noted that the boys were in attendance in conjunction with working on their Citizenship badges. The President welcomed the visitors and gave a brief overview of Board members' credentials, as well as the Board's overall purpose.

President Skold announced there would be a short Executive Session tonight following this meeting.

Director's Report

Director Bennett represents the library at TIF (Tax Incremental Financing) Joint Review Board meetings in the municipalities in our area. She reported on recent TIF meetings in Gilberts and East Dundee. Residential units are being built in a TIF in East Dundee at the corner of Routes 25 & 72. The library is putting procedures in place to document the service impact of these new residents so that the library can claim its legal share of the increased property tax revenue captured by the TIF District.

Roof/Fascia

Director Bennett reported that this project is very near completion. After some small adjustments and corrections are finalized, and release of liens obtained, final payment can be made. Treasurer Raven requested written evidence that all requirements are met before funds will be dispersed.

Consent Agenda

Trustee Biewald moved and Treasurer Raven seconded that the following items be included under the Consent Agenda:

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| Exhibit A.1 | A.1.a | Minutes from November 12, 2012, Truth in Taxation Hearing |
| | A.1.b | Minutes from November 12, 2012, Board of Trustees Meeting |
| | A.1.c | Bills Paid Report including Payroll Expense for November, 2012, totaling \$250,855.83 |
| | A.1.d | Monthly Financial Report for November, 2012 |
| | A.1.e | Monthly Cash Summary for November, 2012 |

Voice Vote: 4 ayes, 0 nays. Motion carried.

Treasurer Raven moved and Secretary Corbett seconded that the Consent Agenda be approved as presented. Roll Call vote: Treasurer Raven – aye, Secretary Corbett – aye, Trustee Biewald – aye, President Skold – aye. 4 ayes, 0 nays. Motion carried.

Old Business

None

New Business

- | | |
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| Exhibit C.1 | Annual Treasurer's Report |
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Treasurer Raven moved that the Annual Treasurer's Report as presented under Exhibit C.1 be approved. Seconded by Trustee Biewald. Roll Call vote: Treasurer Raven – aye, Secretary Corbett – aye, Trustee Biewald – aye, President Skold – aye. 4 ayes, 0 nays. Motion carried.

President Skold explained that the reason this item appears on the agenda is due to the fact that the issue had been brought to light by a concerned citizen at last month's Board meeting, and she felt the concern warranted the Board's attention.

Trustee Biewald moved and Treasurer Raven seconded that we discuss the IMRF Fund.

Discussion: Director Bennett pointed out that IMRF is much better funded than the state-funded pension funds for teachers, university employees, state employees, etc. The return on investment earned by IMRF funds was touched on lightly and was viewed as acceptable. After some discussion, it was the Board's opinion that this matter should be discussed with a full Board in attendance – possibly early in 2013. President Skold recommended the Board obtain financial advice from an expert on the topic prior to taking any action. Secretary Corbett moved to table consideration of an IMRF Resolution and any further discussion for at least another month. Seconded by Treasurer Raven. Voice vote: 4 ayes, 0 nays. Motion carried.

Board Discussion

Secretary Corbett asked for clarification regarding staffing as cited in Branch Manager, Nancy Kendzior, monthly report. He questioned the ability to fully operate the Branch successfully with the present budgeted staff count. Kendzior reported that up to this time the Branch not been fully staffed, but that two additional part-time employees (as budgeted) will be coming on board as of January 7, 2013. She stated that with these additional people, she will have more time to devote to managerial duties, which are compromised presently, and the overall operation of the Branch will benefit.

Treasurer Raven stated that since we have invested considerable time and money in the Branch, we should consider what staff count is truly necessary to fully operate successfully at this location. This, he said, should include the possibility of growth, which is inevitable. It is perceived that a considerable amount of people in our service area do not realize the Branch even exists.

Branch Manager, Kendzior, repeated her feeling that with additional staff, she feels the Branch will improve operations immediately. She also stated that she would be open to providing a "suggestion box" for input from the public, to insure that the Branch is meeting expectations of our patrons.

Regarding a former action of the Board, the final date for filing to run for a position on the Fox River Valley Public Library District Board has been changed from December 24th to December 26th. This means the library will not have to remain open on Christmas Eve for this purpose.

Director Bennett advised the Board that two staff members of the Children's Services Dept. will be retiring in the near future: Kathleen Mitchell, who will retire on December 28, 2012, and Kathleen Stensing, who will retire on January 4, 2013. Their contribution to the Children's Department will be missed. Department Manager Novak will be looking to fill these vacancies as soon as possible.

Adjournment

There being no further business, President Skold adjourned the regular meeting and moved to executive session at 7:52 PM.

The regular meeting was called back to order at 8:45 pm. There being no other business, the meeting was adjourned at 8:47 pm.

A handwritten signature in blue ink, appearing to read "R. Corbett", written in a cursive style.

Richard V. Corbett - Secretary