

Dundee Township Public Library District
Board of Trustees Meeting
Monday, June 14, 2010
7:00 p.m.

Dundee Township Public Library Meeting Room
555 Barrington Avenue
East Dundee, IL 60118

President Lenore McDonald called the meeting to order at 7:04 p.m.

ROLL CALL

The following trustees were present: Sherry Dobson, Lenore McDonald, Joe Molinaro, Norm Raven, Marge Skold, and Bill Stephens. Liz Gade was absent. Library Director Roxane Bennett also was present. Audience attendance included: Ginger Boskelly, Jeanne Etling, Carolyn Friedlund, and Joseph Vavrina from SEC Group, Inc.

AUDIENCE PARTICIPATION – none

CONSENT AGENDA

- A. Minutes of 10 May 2010 Board of Trustees meeting.
- B. Minutes of 22 May 2010 Board of Trustees Retreat.
- C. Minutes of 2 June 2010 Board of Trustees special meeting.
- D. Financial Report & Payment of Bills, May 2010: total disbursements for the month were \$198,499.91.

Motion: Skold moved to approve the consent agenda. Dobson seconded the motion, and it carried by roll call vote (4 ayes; Molinaro & McDonald abstained).

PRESIDENT'S REPORT – none

TREASURER'S REPORT

Two Certificates of Deposit will mature mid month. Raven will re-invest and he also will be receiving two proposals from area banks which he will present at a future meeting.

NSLS REPRESENTATIVE'S REPORT

The State of Illinois is behind on payments to all Illinois Library Systems. They are all cutting back on services and considering mergers. Bennett added as a followup to the meeting that deliveries (formerly made by NSLS) may be done through private contract. The NSLS interim co-director is looking into funding from the Library Services and Technology Act, and Bennett will send a letter supporting this to the State of Illinois.

ADDITION TO AGENDA

By consensus, the following was added to the agenda: XIV. Action Item – Approve Professional Services Agreement with SEC Group, Inc. Because a representative from SEC was present, it was agreed to move this item forward on the agenda.

ACTION: APPROVE PROFESSIONAL SERVICES AGREEMENT WITH SEC GROUP, INC.

The agreement is for building investigation services, specifically water intrusion issues. A separate part will include enhancements to the entrance.

Motion: Skold moved to approve the Professional Services Agreement with SEC Group, Inc., for Building Investigation Services dated May 6, 2010, and revised May 18, 2010, in an amount not to exceed \$14,000. Any prior Board action taken inconsistent with this action is vacated. Molinaro seconded the motion, and it carried by unanimous roll call vote.

DIRECTOR'S REPORT

There were no questions about the written report.

The following changes were agreed upon for future agendas: 1) add Approval of Agenda after Roll Call; and, 2) change Audience Participation to Public Comment. A sign-in sheet for public comment and attendance are to be available at each meeting.

ACTION: APPROVE TBS PURCHASE AGREEMENT FOR PRINTER/COPIER SOLUTION

Proposals for purchase or lease were reviewed for replacement of current copiers with equipment that will scan and print to current computer printers or save to a variety of different options, doing away with the need for a photocopier. Concern was voiced about there being only one vendor – done so because the new equipment would seamlessly interface with current equipment.

Motion: Skold moved to table until the next meeting and asked for more information, more quotes, and feedback from institutions using the proposed new equipment. After a second by Dobson, the motion carried by unanimous roll call vote.

ACTION: ADOPT RESOLUTION 10-04 AUTHORIZING TREASURER TO DEPOSIT FUNDS IN HARRIS BANK, ALGONQUIN; CHASE BANK, LAKE IN THE HILLS; PNC BANK, ALGONQUIN; HOME STATE BANK, LAKE IN THE HILLS

Motion: Skold moved to adopt Resolution 10-04 and Dobson seconded the motion. The motion carried by unanimous roll call vote.

ACTION: ADOPT CORPORATE RESOLUTION 10-05 FOR DEPOSIT ACCOUNTS AND OTHER FINANCIAL SERVICES; ADOPT 10-06 CERTIFICATE OF INCUMBENCY TO CORPORATE RESOLUTION FOR DEPOSIT ACCOUNTS AND OTHER FINANCIAL SERVICES; ADOPT 10-07 CORPORATE DESIGNATION OF ACCOUNT AUTHORITY.

Motion: Skold moved to approve 10-05, 10-06, and 10-07. After a second by Molinaro, the motion carried by unanimous roll call vote.

BOARD DEVELOPMENT

Friends Meeting Overview: new officers have been elected. A book recycling event will be held in July at Santa's Village in conjunction with Kane County Recycling. Bennett reported that proceeds from lobby book sales, previously sponsored by the

Friends, will now be included in the library sales for which state sales taxes are remitted. Under State Revenue Code, the Friends are allowed two book sales per year without having to remit sales tax.

There was a brief discussion about electronic payments and direct deposit payroll.

McDonald volunteered to review the minutes before the end of August for the annual IPLAR.

Bennett asked that the per capita grant be reviewed next month.

Dobson will be absent for the July and August meetings.

QUESTIONS AND ANSWERS - none

EXECUTIVE SESSION

Skold made a motion to adjourn to Executive Session to discuss legal updates (5 ILCS 120/2(c)(11)). Molinaro seconded, and the motion carried by unanimous voice vote. The meeting moved to Executive Session at 8:20 p.m.

McDonald called the meeting back to order at 8:41 p.m. with a roll call taken of 6 present, 1 absent.

ADJOURNMENT

Skold moved and Dobson seconded to adjourn the meeting. Following a unanimous roll call vote, the meeting adjourned at 8:43 p.m.

William J. Stephens
Board Secretary