

**Dundee Township Public Library District
Board of Trustees Meeting
Thursday, June 16, 2011
7:00 p.m.
Carpentersville Fire Department Station
5000 Sleepy Hollow Road
Carpentersville, IL 60110**

Meeting called to order by President Marge Skold at 7:00 p.m.

ROLL CALL

Alfredo Lechuga called the roll. The following trustees were present: Skold, Lechuga, Norm Raven, Bill Stephens, Richard Corbett and Joe Molinaro. Lenore McDonald was absent. Audience attendees included: Ginger Boskelly and Maria Bagshaw

APPROVAL OF AGENDA

A corrected agenda was passed out with a corrected number for Exhibit A.3 for payroll. Raven moved to approve the corrected agenda. Corbett seconded. Roll call vote: 6 ayes, 0 nays, 1 absent.

PUBLIC COMMENT

None

PRESIDENT'S REPORT

Three candidates applied for the trustee seat being vacated by Stephens. Discussion of candidate qualifications will be held in executive session later in the meeting.

Raven reported on the Illinois Municipal Retirement Fund (IMRF). IMRF is financially sound. All library employees working 1000 hours or more per year must join. The employee contributes 4.5% of their wages into the fund. The library's contribution rate is 10.85% in 2011 and will increase to 10.92% in 2012. The impact of the increased rate on the budget is minimal.

Molinaro presented a draft evaluation tool for reviewing the Director's performance. Trustees discussed goals, projects, and metrics to be included. Feedback should be provided to Molinaro by 6/30/2011 so the instrument can be completed before the next meeting. Lechuga volunteered to assist.

DIRECTOR'S REPORT

Bennett answered questions about her written report, including statistics and plans to inform patrons affected by Algonquin Public Library's new Reciprocal Borrowing policy.

Estimated cost for construction of the new wall in the Circulation Area is \$15,000-\$20,000. A construction manager with experience in installation of Automated Materials Handling equipment has been selected to bid and coordinate the work. Design will be done by PSA Dewberry. Design fees and costs for relocating the existing furniture will add another \$5000.

The Library needs a trustee to represent it with the Northern Kane County Chamber of Commerce. Corbett volunteered.

CONSENT AGENDA

Minutes from the May 16, 2011 Board of Trustees Meeting

Payment of Bills for May 2011 totaling \$166,477.00

Payroll for May 2011 totaling \$90,139.40

Monthly Financial Report for May 2011

Financial Summary Report YTD 5/31/2011

Raven moved to approve the consent agenda. Molinaro seconded. The motion passed with a roll call vote: 5 ayes, 0 nays, 1 abstention, 1 absent.

OLD BUSINESS

MOTION: Molinaro moved to approve the Intergovernmental Agreement with Dundee Township Park District for lease of space at Randall Oaks Recreation Center. Stephens seconded. The motion passed with a roll call vote: 6 ayes, 0 nays, 1 absent.

NEW BUSINESS

MOTION: Molinaro moved to approve the Budget & Levy Calendar for FY 2011-12. Raven seconded. An operational calendar was requested to coincide with the Budget & Levy Calendar. The motion passed with a voice roll call: 6 ayes, 0 nays, 1 absent.

Marge Skold called for two Trustee volunteers to review the 2010-2011 Board Minutes for the Annual Report. Richard Corbett and Lenore McDonald were appointed.

Discussion was held about closing the library for 2 days, Thursday, August 18, and Friday, August 19, to dismantle and re-configure the Circulation area for the automated material handling system and for staff training on the new self-check machines.

EXECUTIVE SESSION

Skold Molinaro moved to adjourn to Executive Session to discuss personnel matters [5 ILCS 120/2(c)(1) and (2)] and selection of trustee to fill vacancy [5 ILCS 120/2(c)(3)]. Raven seconded. Motion passed on a voice vote. The meeting moved to Executive Session at 8:14 pm.

Skold called the meeting back to order at 9:04 pm with roll call taken of 6 present, McDonald absent.

ADJOURNMENT

Stephens moved to adjourn the meeting. Raven seconded. Motion passed on a voice vote and the meeting adjourned at 9:05 pm.



Alfredo Lechuga Jr.
Board Secretary