

Dundee Township Public Library District
Board of Trustees Meeting
Monday, August 9, 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 7:01 p.m.

ROLL CALL

The following trustees were present: Liz Gade, Lenore McDonald, Joe Molinaro, Norm Raven, and Marge Skold. (Bill Stephens arrived at 7:08.) Sherry Dobson was absent. Library Director Roxane Bennett also was present. Audience attendance included: Ginger Boskelly, Diane Campbell, Jeanne Etling, Carolyn Friedlund, and Ajay Jain & Gerald Kneeland from SEC Group, Inc.

APPROVAL OF AGENDA

By consensus the agenda was approved.

PUBLIC COMMENT – none

SEC BUILDING INVESTIGATION PRESENTATION

Ajay Jain and Gerald Kneeland reviewed the written report and answered various questions. If approved, the Trustees must decide on the design. After the design presentation in 1-2 months, the bid process would begin. The project would not start until next spring.

CONSENT AGENDA

- A. Minutes of 12 July 2010 Board of Trustees meeting.
- B. Financial Report & Payment of Bills, July 2010: total disbursements for the month were \$190,226.16.

Motion: Gade moved to approve the consent agenda. Molinaro seconded the motion, and it carried by unanimous roll call vote.

PRESIDENT'S REPORT

McDonald thanked the staff for all the work done in the building specifications (for SEC) and next year's budget.

TREASURER'S REPORT

Copies of proposals from Harris and Chase Banks have been forwarded to Director Bennett for review. After Bennett and Raven have discussed the proposals, they will meet with officials from one or both banks. A more modern banking system will be safer, quicker, and can be updated as improved systems are developed.

DIRECTOR'S REPORT

Bennett highlighted several items from her written report:

- The State Library will be using federal LSTA funds to support continued delivery. Hopefully this will enable continued NSLS delivery without further payments from member libraries.
- The summer reading program was very successful with over 800 finishing.

- Discussions have been initiated with Springhill Mall and Barnes & Noble for a December story time series at the mall.
- Discussions with Tom Mammoser at the Park District continue as ways are explored to deliver west side library services. The Park District plans to break ground on a new rec. center near Randall Oaks next spring, and it may be possible to lease space for a west side library facility.

ACTION: ADOPT ORDINANCE 10-10 CONFIRMING INTENT TO REPAIR THE LIBRARY BUILDING AND ADOPT A FINANCING PLAN

Prior to undertaking extensive exterior building repairs, sufficient notice must be provided to the public of the intent to use accumulated funds in the Building and Maintenance Fund and General Fund.

Motion: Gade moved to approve Ordinance 10-10, and Skold provided the second. After a unanimous roll call vote, the motion carried.

ACTION: AUTHORIZE SEC TO PROCEED WITH PREPARING RECOMMENDATIONS AND SPECIFICATIONS FOR EXTERIOR BUILDING REPAIRS

Based upon the Building Envelope Investigation report completed July 28, 2010, there is an urgent need to undertake extensive exterior building repairs – particularly roof and fascia replacement. It was agreed that none of the three canopy revision proposals be pursued.

Motion: Skold moved to authorize SEC Group, Inc., to proceed with preparing recommendations and specifications for the following exterior building repairs: replacement of roof, replacement of fascia, rain screen over existing masonry wall, windows and entrances. Bid specs should call for both separate and combined project costs. Molinaro seconded, and the motion carried by unanimous roll call vote.

ACTION: APPROVE STAFF DAY CLOSING ON SEPTEMBER 24, 2010

Motion: Gade moved to approve closing the library on Friday, Sept. 24, 2010, for the purpose of holding Staff Development Day. Skold seconded the motion, and it carried by unanimous roll call vote.

DISCUSSION: REVIEW OF TENTATIVE BUDGET & APPROPRIATIONS ORDINANCE 10-09

The final Budget and Appropriations Ordinance will be adopted at the regular Board meeting on Sept. 13, 2010, 7:00 p.m.

BOARD DEVELOPMENT

Friends Meeting Overview: Diane Campbell introduced herself as the new Friends president. She invited the members to help at the Friends booth at Heritage Fest in September.

QUESTIONS AND ANSWERS

Bennett will forward an e-mail about the upcoming ILA conference. A brief discussion was held about outsourcing payroll.

ADJOURNMENT

Gade moved and Skold seconded to adjourn the meeting. Following a unanimous voice vote, the meeting adjourned at 8:49 p.m.

William J. Stephens
Board Secretary