

**DES PLAINES VALLEY PUBLIC LIBRARY DISTRICT  
APRIL 15, 2008  
REGULAR BOARD MEETING @ 7:00 P.M. @ LOCKPORT**

**PLEDGE OF ALLEGIANCE**

**CALL TO ORDER**

President Reno Caneva called the Regular Board Meeting to order at 7:00 p.m. Board members present: Gayle Crompton, Danny Gaddis, Ann Lopez, Christine Siegel, Adam Sulich, and Reno Caneva. Board member absent: Ron Alberico.

Staff present: Director Scott Pointon and Assistant Director Beverly Krakovec.

Guest present: William Harrigan

**PUBLIC COMMENTS**

Mr. Harrigan stated his concerns regarding any possible tax increases, and the impact such increases would have on him, and other senior citizens. The board said they appreciated Mr. Harrigan's comments and concerns and thanked him for attending the meeting.

**MINUTES**

*Christine Siegel moved to approve the March 18, 2008 Regular Board Meeting Minutes. Gayle Crompton seconded the motion.*

*All voted aye. Motion carried.*

**CORRESPONDENCE**

Newsletters from Prairie Area Library System, Lockport Chamber, Romeoville Chamber, and the Joliet Chamber of Commerce were available for viewing.

**TREASURER'S REPORT**

Treasurer Ann Lopez read the Treasurer's Report March 2008.

Cash on hand as of March 1, 2008 was \$1,709,508.25. Income as of March 31, 2008 was \$29,997.17. Disbursements as of March 31, 2008 were \$163,707.83. There were no transfers or adjustments. Cash on hand as of March 31, 2008 was \$1,575,797.59.

*Christine Siegel moved to approve the March 2008 Treasurer's Report as presented, with the payment of the April 15, 2008 bills in the amount of \$75,431.98 and the April*

*2, 2008 payroll of \$46,085.24 and the April 16, 2008 payroll of \$46,533.78, with total payroll to date for April of \$92,619.02. Danny Gaddis seconded the motion.*

*Roll call on the above motion indicated: Ayes—Gayle Crompton, Danny Gaddis, Ann Lopez, Christine Siegel, Adam Sulich, and Reno Caneva. Nays—none. Motion carried.*

Personal Property Replacement tax received to date totaled \$230,883.17. The estimate to be received for FY 2007-2008 totaled \$260,737.62.

2006 Levy Real Estate Distributions and interest received to date totaled \$1,709,307.87.

Total 2006 Levy Real Estate Distributions percentage received to date is 99.781%.

The current interest rates as of April 15, 2008 for money market accounts are as follows: Harris Bank – n/a, Illinois Funds – 2.141%.

## **DIRECTOR'S REPORT**

The board reviewed Scott Pointon's report. In addition to the items addressed in his written report, Scott Pointon covered the following items:

- The board is invited to attend a design charrette with our architectural firm, PSA Dewberry, on Wednesday, May 7, 2008.
- The board will elect new officers at the upcoming May 20, 2008 Regular Board Meeting.
- The District is sending key staff to become voter registrars. The public has shown considerable interest in this service.

## **OLD BUSINESS**

### PROPERTY ACQUISITION

*Danny Gaddis moved to go into Executive Session for real estate matters. Ann Lopez seconded the motion. All voted aye. Motion carried.*

The board went into Executive Session at 7:15 p.m.

*Danny Gaddis moved to come out of Executive Session at 8:46 p.m. Gayle Crompton seconded the motion. All voted aye. Motion carried.*

*Danny Gaddis moved to go back into Regular Session at 8:47 p.m. Gayle Crompton seconded the motion. All voted aye. Motion carried.*

The board went back into Regular Session at 8:47 p.m.

## **NEW BUSINESS**

### PROPOSED FY 2008-2009 WORKING BUDGET

The board reviewed the figures for estimated income and the working budget for FY 2008-2009.

Estimated income showed our EAV increased by 10%, subsequently causing our tax rate to decrease to 0.12380%.

The Personnel section of the proposed working budget was reviewed. Scott Pointon stated funds were able to be allotted under “Personnel Contingencies” in the event a staffing opportunity presented itself and “Tuition Reimbursement” was separated from “Continuing Education”.

Various funding lines were compiled to provide selectors with more flexibility when purchasing materials.

A new line item called “Library Vehicle/Equipment” was created under Capital Equipment & Reserves. The need for a District vehicle was reviewed. Currently, the District maintenance man is using his personal vehicle to daily courier materials between facilities, and transports other larger items, as needed. Mileage costs are considerable. If at some future point the District decided to purchase a truck, it would save mileage cost, allow us to plow our parking lots, and be used for hauling various items. Scott Pointon will bring such a proposal to the board’s attention at a later date. The possibility of leasing a vehicle was also voiced.

If the board chose to purchase land, the funds would be taken out of the Building Reserve Fund. Scott Pointon has spoken to our attorney, and has been advised that such funds do not have to be factored into the proposed budget, but should be put in the budget appropriation ordinance.

***Danny Gaddis moved to approve the Proposed FY 2008-2009 Working Budget, as presented. Ann Lopez seconded the motion.***

***Roll call on the above motion indicated: Ayes—Gayle Crompton, Danny Gaddis, Ann Lopez, Christine Siegel, Adam Sulich, and Reno Caneva. Nays—none. Motion carried.***

Reno Caneva questioned what the percentage of tax monies the District received was from residential versus business. These figures have not yet been factored.

### MAINTENANCE SUBSTITUTE EMPLOYEE

Scott Pointon reviewed the proposal for a substitute maintenance specialist. This position would provide the District with short-notice, substitute staffing in times of need, but

entail no costs regarding liability insurance. This substitute position would not have a significant impact on the budget as the employee would only work a limited number of hours per year. In view of the variety of maintenance needs for our aging facilities, creating such a position would save the District money.

*Danny Gaddis moved the board accept the maintenance substitute employee proposal, as presented. Ann Lopez seconded the motion.*

*Roll call on the above motion indicated: Ayes—Gayle Crompton, Danny Gaddis, Ann Lopez, Christine Siegel, Adam Sulich, and Reno Caneva. Nays—none. Motion carried.*

*Danny Gaddis moved to go into Executive Session for Personnel matters. Gayle Crompton seconded the motion. All voted aye. Motion carried.*

The board went into Executive Session at 8:40 p.m.

*Danny Gaddis moved to come out of Executive Session at 8:44 p.m. Gayle Crompton seconded the motion. All voted aye. Motion carried.*

*Danny Gaddis moved to go back into Regular Session at 8:45 p.m. Gayle Crompton seconded the motion. All voted aye. Motion carried.*

The board went back into Regular Session at 8:45 p.m.

## **SERVING OUR PUBLIC: STANDARDS FOR ILLINOIS PUBLIC LIBRARIES**

### **CHAPTER 4—COLLECTION MANAGEMENT**

The board reviewed the five core standards compiled by the Illinois Library Association and discussed the District's progress in fulfilling the goals.

The District spends 15% on materials, with the state standard being 12%.

### **ADJOURNMENT**

*Christine Siegel moved to adjourn the meeting at 9:00 p.m. Ann Lopez seconded the motion. All voted aye. Motion carried.*