

**DES PLAINES VALLEY PUBLIC LIBRARY DISTRICT
JULY 21, 2009
REGULAR BOARD MEETING AT 7 P.M.
@ ROMEOVILLE RECREATION CENTER**

PLEDGE OF ALLEGIANCE

CALL TO ORDER

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

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

Guests present: Jerry L. Capps, Jerry Myrick, Hobert & Barbara Melton, Karen Wikholm, Barbara Hiveley, Marianne Thompson, Heather O'Connell, Rose Nakis, Kaye T. Hopper, and Matthew S. Meives from PSA Dewberry Architectural Group.

PUBLIC COMMENTS

The concerns addressed by the public revolved around the recent reduction of service hours in the Romeoville Library, reduction of materials, and fears that without a successful referendum, the citizens of Romeoville will be without a library in 2012. Many of the citizens expressed a strong desire that the Romeoville Library remain in its current location. There were also questions raised as to why the transfer of the service population had occurred.

Scott Pointon and Board President Ann Lopez-Caneva sympathized with the citizens' concerns and assured them the District will consider all their views when determining the location of the Romeoville Library.

Ann Lopez-Caneva and the board thanked everyone for their comments and continued interest in and support of the library district.

MINUTES

Danny Gaddis moved to approve the June 16, 2009 Regular Board Meeting Minutes. Christine Siegel seconded the motion.

All voted aye. Motion carried.

CORRESPONDENCE

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

TREASURER'S REPORT

In the absence of Treasurer Adam Sulich, Vice President Danny Gaddis read the Treasurer's Report for June 2009.

Cash on hand as of June 1, 2008 was \$1,013,552.85. Income as of June 30, 2009 was \$1,146,882.37. Disbursements as of June 30, 2009 were \$150,042.55 of totals. These were the total disbursements for June. Transfers and adjustments were \$6,695.00 was transferred to the IMRF Fund and \$5,905.00 was transferred to the Social Security Fund from the Corporate Fund to cover payments for June 2009. Total transferred was \$12,600.00. Cash on hand as of June 30, 2009 was \$2,010,392.67.

Danny Gaddis moved to approve the June 2009 Treasurer's Report as presented and payment of July 15, 2009 bills of \$480,853.24 and the July 8, 2009 payroll of \$52,417.38 and the July 22, 2009 payroll of \$55,561.50. Total payroll for July of \$107,978.88. Christine Siegel seconded the motion.

Roll call on the above motion: Ayes—Deanna Amann, Danny Gaddis, Ann Lopez-Caneva, and Christine Siegel. Nays—none. Motion carried.

Scott Pointon reviewed the Profit and Loss Report for FY 2008/2009. The final amount of \$2,842,993.91 shown on the Funds Analysis/Working Budget Report, plus the Year-End Expenditures amount of \$43,220.10 on the Profit and Loss Report for FY 2008-2009 equals the Total Expenses of \$2,886,214.01 shown on the Profit and Loss Report for FY 2008-2009.

Personal Property Replacement Tax and Tax Distribution received to date equals \$38,168.52. The township estimates to be received for FY 2009-2010 is \$285,000.00.

2008 Levy Real Estate Distributions and interest received to date is \$1,396,612.99.

Total 2008 Distributions Percentage received to date is 50.199%.

Current interest rates as of July 21, 2009 for money market accounts are as follows: Harris Bank – 0.182% and Illinois Funds – 0.167%.

DIRECTOR'S REPORT

In addition to the information provided in the Director's Report, Scott Pointon reported the following:

The final statistical report for FY 2008-2009 shows District circulation has increased over 45,000 from the previous year, which is in keeping with the significant increase in traffic at both locations.

OLD BUSINESS

BUILDING OPTIONS

Danny Gaddis moved the Board go into Executive Session for Real Property and Personnel issues and requested Director Scott Pointon, Assistant Director Beverly Krakovec, and Matthew S. Meives from PSA Dewberry Architectural Group, to attend the Executive Session. Deanna Amann seconded the motion

All voted aye. Motion carried.

The board went into Executive Session at 7:24 p.m.

Danny Gaddis moved the Board come out of Executive Session at 8:30 p.m. Deanna Amann seconded the motion. All voted aye. Motion carried.

Danny Gaddis moved the Board go back into Regular Session. Christine Siegel seconded the motion. All voted aye. Motion carried.

The Board resumed Regular Session at 8:37 p.m.

The consensus of the Board was there was a strong need to produce three design schemes for the communities of Crest Hill, Lockport, and Romeoville detailing how any renovations and/or new facilities would be accomplished.

The Board still has to decide on how the concept of branches and/or a main facility will be explored.

REVIEW OF EXECUTIVE SESSION MINUTES

Danny Gaddis moved the Board open, and make public, the following Executive Session Minutes from Regular Board Meetings on : April 15, 2008, March 18, 2008, June 4, 2008, and July 15, 2008. Deanna Amann seconded the motion.

Roll call on the above motion indicated: Ayes—Deanna Amann, Danny Gaddis, Ann Lopez-Caneva, and Christine Siegel. Nays—none. Motion carried.

NEW BUSINESS

REVISED CIRCULATION ASSISTANT JOB DESCRIPTION

The Board reviewed the revised Circulation Assistant job description Scott Pointon made available. Christine Siegel noted there were two usage errors under “Responsibilities and Duties (Illustrative, Not Exhaustive)” -- #4 Change the word “Keeping” to “Keeps” and the word “applying” to “applies”.

Danny Gaddis moved the Board adopt the revised Circulation Assistant job description, with noted corrections. Christine Siegel seconded the motion.

All voted ayes. Motion carried.

2009/2010 ORDINANCE #129 (2 MILS LEVY)

Danny Gaddis moved the Board adopt Ordinance # 129 – Fiscal Year July 1, 2009 to June 30, 2010 Ordinance of the Board of Trustees of the Des Plaines Valley Public Library District, Will County, Illinois Determining to Levy an Additional Library Tax. Christine Siegel seconded the motion.

Roll call on the above motion indicated: Ayes—Deanna Amann, Ann Lopez-Caneva, Danny Gaddis, and Christine Siegel. Nays—none. Motion carried.

2009/2010 RESOLUTION # 07/09-01 BUDGET & APPROPRIATION

Danny Gaddis moved the Board adopt Resolution # 07/09-01 Fiscal Year July 1, 2009 to June 30, 2010 Resolution of the Board of Trustees of the Des Plaines Valley Public Library District, Will County, Illinois Approving Preparation and Making Available a Tentative Budget and Appropriation Ordinance. Deanna Amann seconded the motion.

Roll call on the above motion indicated: Ayes—Deanna Amann, Ann Lopez-Caneva, Danny Gaddis, and Christine Siegel. Nays—none. Motion carried.

2009/2010 ORDINANCE # 130 BUDGET & APPROPRIATION

Danny Gaddis moved the Board adopt Ordinance # 130 [tentative] Fiscal Year July 1, 2009 to June 30, 2010 Budget and Appropriation Ordinance of the Des Plaines Valley Public Library District, Will County, Illinois. Deanna Amann seconded the motion.

Roll call on the above motion indicated: Ayes—Deanna Amann, Ann Lopez-Caneva, Danny Gaddis, and Christine Siegel. Nays—none. Motion carried.

APPOINT TWO TRUSTEES TO AUDIT MINUTES

President Ann Lopez-Caneva appointed Deanna Amann and Danny Gaddis to audit the board minutes for FY 2008-2009. This will occur prior to the August 18, 2009 Regular Board Meeting.

SERVING OUR PUBLIC 2.0: STANDARDS FOR ILLINOIS PUBLIC LIBRARIES 2009 EDITION.

The Board reviewed the section dealing with Personnel and believed the District was acting responsibly and successfully in regards to the standards and guidelines set forth in *Serving Our Public 2.0*.

ADJOURNMENT

Christine Siegel moved to adjourn the meeting at 8:59 p.m. Danny Gaddis seconded the motion. All voted aye. Motion carried.