

**DES PLAINES VALLEY PUBLIC LIBRARY DISTRICT
AUGUST 19, 2008
SPECIAL BOARD MEETING/PUBLIC HEARING @ 7:00 P.M.
REGULAR BOARD MEETING @ 7:30 P.M. @ CREST HILL
AGENDA**

**Public Hearing on Budget & Appropriation Ordinance and
to Determine the Financing of Certain Library Improvements**

PLEDGE OF ALLEGIANCE

CALL TO ORDER

President Ron Alberico opened the public hearing on the Budget & Appropriation Ordinance at 7:00 p.m. Board members present: Ron Alberico, Reno Caneva, Gayle Crompton, Danny Gaddis, Ann Lopez, and Christine Siegel. Board member absent: Adam Sulich.

Staff present: Director Scott Pointon and Assistant Director Beverly Krakovec

No public attended the hearing.

Ron Alberico closed the public hearing at 7:30 p.m.

REGULAR BOARD MEETING

CALL TO ORDER

President Ron Alberico called the Regular Board Meeting to order at 7:30 p.m. Board members present: Ron Alberico, Reno Caneva, Gayle Crompton, Danny Gaddis, Ann Lopez, and Christine Siegel. Board members absent: Adam Sulich.

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

PUBLIC COMMENTS – none.

Danny Gaddis moved the board adopt Resolution #07/08-02 – Determining the Financing of Certain Library Improvements in and for the Des Plaines Valley Public Library District, Will County, Illinois. Reno Caneva seconded the motion.

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

MINUTES

Christine Siegel moved to approve the July 15, 2008 Regular Board Meeting Minutes and the July 24, 2008 Workshop Board Meeting Minutes. Reno Caneva seconded the motion.

Reno Caneva stated that his name was not listed in the roll call for the July 15, 2008 Regular Board Meeting Minutes, but he was present at this meeting.

Staff said they would correct this omission, and the minutes would indicate this correction. The board agreed to pass the minutes, with the noted correction.

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.

Scott Pointon discussed a recent article in The Weekly Reporter, regarding the transfer of Romeoville territory. Correspondence from concerned citizens regarding the transfer was also discussed. Appropriate responses will be sent thanking the citizens for their interest and concerns.

TREASURER'S REPORT

Treasurer Ann Lopez read the Treasurer's Report for July 2008.

Cash on hand as of July 1, 2008 was \$2,159,008.47. Income as of July 31, 2008 was \$64,719.61. Disbursements as of July 31, 2008 were \$271,174.57. There were no transfers or adjustments. Cash on hand as of July 31, 2008 was \$1,952,553.51.

Ann Lopez moved to approve the July 2008 Treasurer's Report as presented, with the payment of the August 15, 2008 bills in the amount of \$234,996.65 and the August 6, 2008 payroll of \$47,836.52. Christine Siegel seconded the motion.

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

Personal Property Replacement tax received to date total was \$65,238.41. The estimate to be received for FY 2008-2009 totaled \$280,000.00.

2007 Levy Real Estate Distributions and interest received to date totaled \$932,083.78.

Total 2007 Levy Real Estate Distributions percentage received to date is 51.184%.

The current interest rates as of August 15, 2008 for money market accounts are as follows: Harris Bank – 2.056%, Illinois Funds – 2.103%.

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 Friends of the Library have received a donation of \$1,000.00 from the production company of "Public Enemy". The film crew utilized the Lockport branch's parking lot earlier this summer.
- The Per Capita Grant and IPLAR figures will indicate increased population figures due to both special census figures and territory increases.
- Summer Reading Program statistics for the Children's Services department were reviewed. Attendance has increased and all programs were well received.
- The library district, in partnership with the Gaylord Building, was successful in obtaining the exhibit "Abraham Lincoln: Self-made in America". This learning exhibit is scheduled to be housed at the Gaylord Building August 21, 2009 thru September 18, 2009. The district will sponsor programs and activities to support the exhibit.
- Staff investigated several other options for time clock systems, with a wide-range of costs presented. Mike Pezan, Information Technology Manager, has created an electronic time sheet in-house, which would be easily accessible to both staff and management aside. Everyone agreed we should pursue refining this program for use in the next calendar year.

OLD BUSINESS

EXECUTIVE SESSION – Real Property Acquisition
No Executive Session needed.

PROPERTY ACQUISITION UPDATE

The size of the property for the Romeoville site is still being gauged. Because of the Village of Romeoville's ordinances regarding set back from the roads, and parking contingencies, variances may be sought to accommodate site plans. Our architectural firm is working on this matter and we will eventually have meetings with Romeoville officials.

BUDGET & APPROPRIATION ORDINANCE

Danny Gaddis moved the board pass Ordinance #117 – Budget & Appropriation Ordinance of the Des Plaines Valley Public Library District, Will County, Illinois. Christine Siegel seconded the motion.

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

EXECUTIVE SESSION – Personnel

No Executive Session needed.

NEW BUSINESS

TEEN SPACE @ LOCKPORT

Scott Pointon detailed plans to create a limited teen space at the Lockport facility where the FOL book sale area is currently located. The FOL materials will be moved into the south side vestibule and housed on wall mounted shelves. The south side doors, designated as emergency exits, will be alarmed prior to moving any FOL materials into the area.

The board approved of this plan and the trustees look forward to viewing the revamped areas.

RESOLUTION DETERMINING TAX LEVY

Reno Caneva moved the board pass Resolution 08/08/01 –Resolution of the Board of Trustees of the Des Plaines Valley Public Library District, Will County, Illinois, Determining an Amount of Money Necessary to be Raised by Taxation for the July 1, 2008 – June 30, 2009 Fiscal Year. Danny Gaddis seconded the motion.

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

SET WORKSHOP MTG.—LATE AUGUST

A workshop meeting date was set for Thursday, August 28, 2008 at 7:00 p.m. at the Lockport facility. Appropriate notice will be posted and sent to the papers.

ANNUAL STATISTICAL REPORT (IPLAR)

The board reviewed the IPLAR report for fiscal year 2007-2008. Special note was taken regarding the significant increase in programming numbers.

REVIEW OF MODEL ETHICS ORDINANCE

The board reviewed the Model Ethics Ordinance and determined they were in compliance.

SERVING OUR PUBLIC: STANDARDS FOR ILLINOIS PUBLIC LIBRARIES

CHAPTER 8—PUBLIC RELATIONS & MARKETING

The board reviewed the core standards regarding public relations and marketing compiled by the Illinois Library Association. The board felt the district has made significant progress in this area, especially with our quarterly mailed newsletters.

Reno Caneva said the board should carefully consider the fate of our existing library facilities when we eventually occupy other buildings. Some options to explore for the vacated buildings would be a community/civic group center or a local history museum.

ADJOURNMENT

Danny Gaddis moved to adjourn the meeting at 8:48 p.m. Gayle Crompton seconded the motion. All voted aye. Motion carried.