

**DES PLAINES VALLEY PUBLIC LIBRARY DISTRICT
AUGUST 21, 2007
SPECIAL BOARD MEETING/PUBLIC HEARING @ 6:30 P.M.
REGULAR BOARD MEETING @ 7:00 P.M. @ CREST HILL**

PUBLIC HEARING ON BUDGET & APPROPRIATION ORDINANCE

PLEDGE OF ALLEGIANCE

CALL TO ORDER

Vice-President Ron Alberico opened the public hearing on the Budget & Appropriation Ordinance at 6:30 p.m. Board members present: Ron Alberico, Gayle Crompton, Danny Gaddis, Ann Lopez, Christine Siegel, and Adam Sulich. Reno Caneva arrived at 6:45 p.m. Board members absent: none.

Staff present: Director Scott Pointon and Assistant Director Beverly Krakovec

No public were in attendance at the hearing.

Ann Lopez left the public hearing at 6:45 p.m.

Reno Caneva closed the public hearing at 7:01 p.m.

REGULAR BOARD MEETING

President Reno Caneva called the Regular Board Meeting to order at 7:02 p.m. Board members present: Ron Alberico, Gayle Crompton, Danny Gaddis, Christine Siegel, Adam Sulich, and Reno Caneva. Board member absent: Ann Lopez.

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

Guests present: Tara Griffin from Harris Bank and Jerry and Pauline Myrick.

PUBLIC COMMENTS

Pauline Myrick expressed interest in learning how the board of trustees operates. Reno Caneva welcomed them all to the meeting.

MINUTES

Christine Siegel moved to approve the July 17, 2007 Regular Board Meeting Minutes and the July 24, 2007 Workshop Board Meeting Minutes, as presented. 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

In the absence of Treasurer Ann Lopez, Secretary Christine Siegel read the Treasurer's Report for July 2007.

Cash on hand as of July 1, 2007 was \$1,979,088.96. Income as of July 31, 2007 was \$75,091.47. Disbursements as of July 31, 2007 were \$157,494.69. There were no transfers or adjustments. Cash on hand as of July 31, 2007 was \$1,896,685.74.

Christine Siegel moved to approve the July 2007 Treasurer's Report as presented, and the payment of the August 15, 2007 bills in the amount of \$85,582.20, and the payment of the August 8, 2007 payroll of \$41,686.47, and the August 22, 2007 payroll of \$45,464.91 for a total payroll in August 2007 of \$87,151.38. Danny Gaddis seconded the motion.

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

Personal Property Replacement tax received to date totaled \$66,518.62. The estimate to be received for FY 2007-2008 is \$250,000.00.

2006 Levy Real Estate Distributions and interest received to date totaled \$914,654.71.

Total 2006 Levy Real Estate Distributions percentage received to date is 53.438%.

DIRECTOR'S REPORT

The board reviewed Scott Pointon's report.

Scott Pointon said the statistical report presented to the board has been revised to remove computer sign-up statistics from the actual circulation figures. This action will provide a more accurate depiction of circulation.

The working budget report now includes an additional line—"encumbered funds", which will assist staff responsible for various line items keep tabs on the amount of dollars that have been encumbered to date.

Scott Pointon stated the Friends of the Des Plaines Valley Public Library District will be having a "community forum" meeting on Monday, August 27, 2007 at the Lockport Branch at 7:00 p.m. Board members expressed interest in attending.

OLD BUSINESS

LONG RANGE PLAN—Discussion to be incorporated into item (B) under Old Business—Financial Consultant.

FINANCIAL CONSULTANT

Danny Gaddis moved the board go into Executive Session for Personnel matters. Danny Gaddis also invited Harris Bank representative Tara Griffin to attend the Executive Session. Gayle Crompton seconded the motion. All voted aye. Motion carried.

The board went into Executive Session at 7:10 p.m

Danny Gaddis moved the board come out of Executive Session. Gayle Crompton seconded the motion. All vote aye. Motion carried.

The board came out of Executive Session at 8:15 p.m.

Danny Gaddis moved the board go back into regular session. Ron Alberico seconded the motion. All voted aye. Motion carried.

The board resumed regular session at 8:25 p.m.

NEW BUSINESS

NIMEC (Northern Illinois Municipal Electric Cooperative)—options for District electric provider

Scott Pointon said he had explored cost savings by utilizing NIMEC as the District's electric provider. At this time, NIMEC will only offer such savings to the Lockport branch. The Crest Hill branch's electrical usage is much lower and NIMEC does not consider that location a viable customer. This issue will be revisited in the future.

REVISION TO PERSONNEL POLICY

The board considered revisions to the Personnel Policy in section 104—Staff Development. Specifically discussed was sub-section a) Educational Assistance—number 5. The board felt that any educational assistance offered by the District should not place time limits of employment on staff that chose to take advantage of such assistance. To that end, the board agreed such wording should be removed from the Staff Development section. The entire wording in #5 under Education Assistance will be removed.

Ron Alberico moved the board strike #5 under “Educational Assistance” completely from the Personnel Policy. Danny Gaddis seconded the motion. Roll call indicated:

Ayes—Ron Alberico, Gayle Crompton, Danny Gaddis, Christine Siegel, Adam Sulich, and Reno Caneva. Nays—none. Motion carried.

The following wording will be struck:

“Employees who receive reimbursement and who resign from the District for any reason except illness, or who are terminated within one (1) year of completion of their last reimbursed class will refund the total amount of all reimbursements to the Library.”

ADOPT BUDGET & APPROPRIATION ORDINANCE # 111

Danny Gaddis moved the board adopt Budget & Appropriation Ordinance #111—Fiscal Year July 1, 2007 to June 30, 2008 Budget and Appropriation Ordinance of the Des Plaines Valley Public Library District, Will County, Illinois. Gayle Crompton seconded the motion. Roll call indicated: Ayes—Ron Alberico, Gayle Crompton, Danny Gaddis, Christine Siegel, Adam Sulich, and Reno Caneva. Nays—none. Motion carried.

ADOPT RESOLUTION TO DETERMINE ESTIMATE OF FUNDS NEEDED 08/07-01

Danny Gaddis moved the board adopt Resolution # 08/07-01—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, 2007---June 30, 2008 fiscal year. Christine Siegel seconded the motion. Roll call indicated: Ayes—Ron Alberico, Gayle Crompton, Danny Gaddis, Christine Siegel, Adam Sulich, and Reno Caneva. Nays—none. Motion carried.

ADOPT RESOLUTION REGARDING SPECIAL RESERVE FUND PLAN 08/07-02

Ron Alberico moved the board adopt Resolution # 08/07-02—Resolution of the Board of Library Trustees of the Des Plaines Valley Public Library District regarding special reserve fund plan. Danny Gaddis seconded the motion. Roll call indicated: Ayes—Ron Alberico, Gayle Crompton, Danny Gaddis, Christine Siegel, Adam Sulich, and Reno Caneva. Nays—none. Motion carried.

LIAISON TO FRIENDS OF THE LIBRARY

After discussion, Danny Gaddis volunteered to act as the board liaison to the Friends of the Des Plaines Valley Public Library District. He will attend FOLS meetings and report back to the entire board of trustees. President Reno Caneva and fellow trustees thanked Danny Gaddis for volunteering for this task. Adam Sulich stated he would be available to assist in this matter, if Danny Gaddis was unavailable.

EXECUTIVE SESSION—None needed.

SERVING OUR PUBLIC—STANDARDS FOR ILLINOIS PUBLIC LIBRARIES

CHAPTER VIII—PUBLIC RELATIONS AND MARKETING

The board reviewed the standards in question.

ADJOURNMENT

Danny Gaddis moved to adjourn the meeting at 8:43 p.m. Christine Siegel seconded the motion. All voted aye. Motion carried.