

FOX RIVER GROVE PUBLIC LIBRARY DISTRICT
REGULAR MEETING of the BOARD OF TRUSTEES

Tuesday, September 19, 2017 at 6:30 pm

MINUTES

CALL TO ORDER – President Laura Anderson called the meeting to order at 6:30 p.m.

ROLL CALL – Anderson, Campbell, Gans, Zurla, Cooper, Thew, Medina and Steeves.

PUBLIC HEARING ON THE BUDGET & APPROPRIATION ORDINANCE – No citizens present

CITIZEN'S INPUT – No citizens present.

CORRESPONDENCE – All correspondence was read and acknowledged. VP Campbell suggested Nicole talk to someone he knows who works on safety in a public place.

- 1) Clovis, NM and Wilmington, NC Library Shootings
- 2) Fox River Grove Development Stalled
- 3) Analysis of FRG Home Prices vs. Tax Rates
- 4) Thank You Note from patron

CONSENT AGENDA - Medina made a motion to approve the Consent Agenda. Campbell seconded. Roll call vote: All ayes.

- 1) Items to be included in Consent Agenda.
 - a. Minutes from the August 15, 2017 Board of Trustees Meeting.
 - b. Resolution naming Board Officers as Authorized Traders on Illinois Funds account.
 - c. Lauterbach & Amen Renewal
 - d. Treasurer's Report
 - i. Accountant Report
 - ii. Transfer Funds Totaling \$35,800 for August Bills and Two Upcoming Payrolls.
- 2) Consent Agenda Approval (voice vote).
- 3) Consideration of item(s) withheld for separate action (if any).

COMMITTEE REPORTS

- 1) Facility Committee: Met at 6pm, Tuesday, September 19 – Toured building to review potential improvement projects
- 2) Budget Committee: Met at 2pm, Friday, September 8 – Committee chooses cash out BMO Harris CD of \$150,000 and move to BMO Harris Tax Collection Account. Discussion of bounced check from patron – we will start writing library patrons number on check.
- 3) Policy Committee: Did not meet.

REPORT OF THE DIRECTOR

- 1) Barnes & Noble Fundraiser, Sunday, November 12. If more volunteers, we can offer gift wrap with a tip jar for the fundraiser. Zurla, Anderson, Gans volunteered.

SPECIAL REPORTS – Minutes of the August 8, 2017 Friends of the Library Meeting. Book sale coming in November.

UNFINISHED BUSINESS

- 1) Budget & Appropriation Ordinance 2017-9-1. No changes have been made to Tentative B&A from August. Gans made a motion to approve the Budget and Appropriation Ordinance 2017-9-1. Medina seconded. Roll call vote: All ayes.
- 2) Critical Facilities Plan
 - a. Presentation by Wold|Ruck Pate Architects – Board members reviewed the preliminary drawings of the upgrading of the library. The architects met with the village to get the green light to move forward when the Board approves the plans. Discussion on the existing elevator took place. To totally replace elevator would be extremely expensive. We can upgrade the existing elevator. The architects said they always add 20 percent to account for extra costs that may need to be added into estimate to keep on budget. Discussion on carpet had taken place. Also, to replace elevator, we may have to shut down the stairs by the elevator for 3 to 4 weeks. Discussion on the moving of the meeting space had taken place. The estimates are during normal working hours.

- b. Discussion of next steps- Nicole summarized the finances and will send a written version of the summary to board members.

NEW BUSINESS (all possible action items)

- 1) Friends Request to Have Food at Book Club - Thew made a motion to have food in library for the Book Club. . Gans seconded. Vote: All ayes.
- 2) Per Capita Grant Application – Gans and Campbell will read the grants.
- 3) AED Grant and Selection –Steeves and Thew reviewed AED options and agreed the Zoll fully automatic version is best. Steeves will purchase and arrange training.
- 4) Foundation Repair Quotes - Campbell made a motion to spend \$3,300.00 to repair all cracks. Gans seconded. Roll call vote: All ayes.
- 5) Snow Removal Agreement from Ringers – Reviewed.

TRUSTEE COMMENTS – None.

EXECUTIVE SESSION – None

ADJOURNMENT – Cooper makes a motion to adjourn at 7:59 p.m. Medina seconded. Vote: All ayes.