

MINUTES OF A REGULAR MEETING OF THE BOARD OF LIBRARY TRUSTEES OF THE BARRINGTON
PUBLIC LIBRARY DISTRICT

A Regular Meeting of the Board of Library Trustees was held on March 11, 2019, at 7:00 p.m. in the Conference Room of the Barrington Area Library pursuant to notices sent to the board and the press on March 8, 2019.

Present and acting as trustees were:

Don Minner, President
Carolyn Welch Clifford, Vice President
Carrie F. Carr, Treasurer (attended electronically)
Barbara Pintozzi, Secretary
Bill Pizzi
Denise Peters

Absent was:

Denise Tenyer

Also in attendance were:

Chris Damsch, Shales McNutt
Shaun Kelly, Engberg Anderson
Daniel Goitein, Barrington resident
Jeff Janssen, Barrington resident
Jesse Henning, Executive Director
Victoria Rakowski, Head of Operations
Lisa Stordahl, Office Manager

I. CALL TO ORDER

President Minner called the meeting to order at 7:00 p.m. It was noted that Carrie Carr, Treasurer, attended the meeting via electronic means as she was out of state for employment purposes.

II. ROLL CALL

Lisa Stordahl called the roll.

III. AUDIENCE RECOGNITION AND PUBLIC COMMENT

Mr. Jeff Janssen took a moment to thank the library board and staff and mentioned how much his child enjoys the library.

IV. APPROVAL OF THE MINUTES

The minutes from the February 11, 2019 Regular Meeting and Policy Committee Meeting were reviewed. President Minner asked if there were any questions or corrections on the Regular Meeting minutes. There were none. A motion to approve the minutes of the February 11 Regular Meeting was made by Ms. Pintozzi, seconded by Ms. Clifford.

Ayes: Carr, Clifford, Peters, Pintozzi, Pizzi
Nays: None
Abstain: Minner
Absent: Tenyer
Motion: CARRIED.

President Minner asked if there were questions or corrections on the minutes of the Policy Committee Meeting of February 11th. There were none. Ms. Clifford moved to approve the February 11th Policy Committee minutes as presented. Ms. Pintozzi seconded the motion.

Ayes: Carr, Clifford, Peters, Pintozzi, Pizzi
Nays: None
Abstain: Minner
Absent: Tenyer
Motion: CARRIED.

V. MISCELLANEOUS REPORTS / BUSINESS

President's Report

President Minner and the board of trustees recognized two staff members on their recent milestone anniversaries. Larry Jones, Building Services, recently celebrated twenty years with the library, while Corinne Groble, Adult Services, has been with BAL for five years. The board is very appreciative of their service to the library and community.

Treasurer's Report

Ms. Carr presented the Treasurer's report. Beginning balance was \$7,910.536.19 with receipts of \$704,826.67 and expenditures of \$402,180.23; leaving an ending balance of \$8,213,215.48. Eight months into the fiscal year, revenues are 59.90% of anticipated and expenditures are 57.54% of the budget. Ms. Carr pointed out a scrivener's error. Director Henning apologized and stated that he would have the error corrected. Mr. Pizzi moved to approve the Treasurer's Report and bills for payment as corrected. Ms. Peters seconded the motion.

Ayes: Carr, Clifford, Minner, Peters, Pintozzi, Pizzi
Nays: None
Abstain: None
Absent: Tenyer
Motion: CARRIED.

Executive Director's Report

Director Henning reported that good progress has been made on both the budget and policy projects. It is his goal to get the tentative budget to the board in June before the fiscal close. The Employee Handbook is with the lawyer right now and will be given to the board for approval soon.

Director Henning noted that the recent Comic Con program was a big success, and directed the board members to the two complimentary articles published in the Barrington Courier Review and the Daily Herald.

VI. REPORTS OF COMMITTEES

Ms. Clifford proposed a Personnel Committee meeting take place at 6:00 p.m. prior to the start of the next Regular Board Meeting on April 8, 2019. The focus of the meeting will be to review Director Henning’s work over the past year and make a benefit and salary recommendation to the full board. Ms. Clifford asked that the library’s HR Specialist prepare a report, to include salary and benefit information of library directors in the area. In addition, she asked that Director Henning use the information provided at tonight’s meeting to prepare a narrative of his past year’s accomplishments. Ms. Clifford invited all members of the board to attend this committee meeting.

VII. OLD BUSINESS

There was no old business.

VIII. NEW BUSINESS

Director Henning directed the board’s attention to the Bid Recommendation Letter from Shales McNutt. After reviewing the information with the board, President Minner made a motion to accept the bid package recommended by Shales McNutt with alternates two, three, four and five included as presented in an amount not to exceed \$955,000.00, awarding the General Trades bid to Manuso’s General Contracting, the Painting bid to D.E.S. Painting, and the HVAC bid to Jensen’s Plumbing and Heating. The motion was seconded by Ms. Clifford.

Ayes: Carr, Clifford, Minner, Peters, Pintozzi, Pizzi
Nays: None
Abstain: None
Absent: Tenyer
Motion: CARRIED.

President Minner made a motion to approve an eight percent construction contingency to be used if necessary, not to exceed \$10,000.00 without board approval. Mr. Pizzi seconded the motion.

Ayes: Carr, Clifford, Minner, Peters, Pintozzi, Pizzi
Nays: None
Abstain: None
Absent: Tenyer
Motion: CARRIED.

IX. GENERAL INFORMATION

The Comic Con articles from the Barrington Courier-Review and the Daily Herald as well as the Daily Herald April 2 Consolidated Election Endorsements were informational items, but were not directly mentioned by the board.

VI: ADJOURNMENT

There being no further business, Ms. Clifford moved, and Mr. Pizzi seconded to adjourn the meeting.

Ayes: Carr, Clifford, Minner, Peters, Pintozzi, Pizzi
Nays: None
Abstain: None
Absent: Tenyer
Motion: CARRIED.

The meeting adjourned at 8:03 p.m.



Secretary