

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 May 8, 2023, at 7:00 p.m. in the Zimmerman Room at the Barrington Area Library.

Notice of this meeting was sent to the Press on May 3, 2023 and the Board on May 5, 2023.

**Present and acting as trustees:**

Carrie Carr  
Jennifer Lucas  
Jan Miller  
Don Minner  
Anne Ordway  
Bill Pizzi  
Denise Tenyer

**Absent:**

None

**Public in Attendance:**

Kristin Cunningham  
Laura Davis  
Chase Heidner  
Courtney Johnson  
Wes Levy  
Jackie McGrath  
Jill Minner  
Lindsay Prigge

**Also in attendance:**

Jason Pinshower, Executive Director  
Lisa Stordahl, Business and Records Manager

**I. CALL TO ORDER**

President Carr called the meeting to order at 7:00 p.m.

**II. ROLL CALL**

Lisa Stordahl called the roll.

**III. AUDIENCE RECOGNITION AND PUBLIC COMMENT**

No one wished to address the Board during the time set aside for public comment.

Mr. Wes Levy, partner at Lauterbach & Amen, was introduced. Mr. Levy stated that he is excited to be working with the Barrington Area Library while we look for a new Finance Manager.

The consideration of Resolution 2023-2 was moved to the top of the agenda. President Carr thanked Mr. Don Minner for his 28 years of service to the library and community and stated that she has learned so much from him over the years. The trustees will miss his thoughtful responses to issues and his kind, helpful and generous guidance. Director Pinshower gave remarks and thanked Mr. Minner for his many years of service on the Board.

After reviewing the Resolution, President Carr made a motion to approve Resolution 2023-2, A Resolution of Appreciation for Donald F. Minner by the Board of Trustees of the Barrington Public Library District. The motion was seconded by Trustee Pizzi.

Ayes: Carr, Lucas, Miller, Minner, Ordway, Pizzi, Tenyer  
Nays: None  
Abstain: None  
Absent: None  
**Motion: CARRIED.**

Vice President Minner thanked the community and voters for electing him to serve, and all the Board members he had the pleasure of working with, past and present. He praised the staff for being the best library staff around. Lastly, he congratulated the newly elected trustees and wished them well while reminding them to keep the Freedom to Read as a guide to their work as library trustees.

#### **IV. APPROVAL OF THE MINUTES**

The minutes from the April 10, 2023 Regular Meeting were reviewed. No corrections were suggested. A motion to approve the Regular Meeting minutes as presented was made by Treasurer Lucas and seconded by Secretary Miller.

Ayes: Carr, Lucas, Miller, Minner, Ordway, Pizzi, Tenyer  
Nays: None  
Abstain: None  
Absent: None  
**Motion: CARRIED.**

The minutes from the April 3, 2023 Personnel Committee were reviewed. No changes were suggested. A motion to approve the Regular Meeting minutes as presented was made by Vice President Minner and seconded by Treasurer Lucas.

Ayes: Carr, Lucas, Miller, Minner, Ordway, Pizzi  
Nays: None  
Abstain: Tenyer

Absent: None  
**Motion: CARRIED.**

**V. MISCELLANEOUS REPORTS / BUSINESS**

**President’s Report**

President Carr congratulated Sophia Zalewski on her 20 year milestone anniversary with the Library.

President Carr recognized a donation in the amount of \$100.00 by Allegra Atkinson in appreciation of the Library.

The Board reviewed the official Abstract of Votes for the results of the recent Trustee Election. Kristin Cunningham, Jackie McGrath, and Lindsay Prigge were congratulated on their wins.

**Treasurer’s Report**

Treasurer Lucas presented the Treasurer’s report. The beginning balance was \$11,733,202.57 with receipts of \$1,003,240.83 and expenditures of \$552,673.80; leaving an ending balance of \$12,183,769.60.

It was noted that the Library received a large extension from Cook County in April. Cook County is still catching up from being behind in their extensions last year.

Treasurer Lucas moved to approve the Treasurer’s Report and bills for payment as presented. Trustee Pizzi seconded the motion.

Ayes: Carr, Lucas, Miller, Minner, Ordway, Pizzi, Tenyer  
Nays: None  
Abstain: None  
Absent: None  
**Motion: CARRIED.**

**Executive Director’s Report**

Director Pinshower attended an Overview of the Decennial Committee on Local Government Efficiency Act session hosted by RAILS, and is happy to report that we are way ahead of the curve on this state mandate.

The library held its first in-person In Service Day since 2019. Staff enjoyed being together and connecting with each other. A highlight for many was hearing the keynote speaker, Jamie LaRue, discuss all the ways libraries can change and impact lives. In addition, All PiCs (Persons in Charge) received CPR and AED training.

In construction news, the pad for the outdoor lockers has been poured and the electrical work is being done. The new lockers should be delivered near the end of May and will be installed at that time. Engberg Anderson, Shales McNutt, and IMEG were on site to start planning the

electrical components of the generator project. We hope to bid this project alongside the bidding of the Admin and MakerLab project to save money.

**VI. REPORTS OF COMMITTEES**

Treasurer Lucas reported that the Budget, Finance, and Levy Committee met at 6 p.m., prior to the start of the Regular Meeting. All trustees, including the three new incoming trustees, were present. The working budget for the upcoming fiscal year was presented. Director Pinshower will use the information presented in the working budget to prepare the Tentative Budget and Appropriations Ordinance that will be considered at the June Meeting.

**VII. OLD BUSINESS**

Director Pinshower announced that our independent appraisal is nearly complete. However, MaRous has recommended engaging with a landscape architect to firm up figures for the landscaping that will be impacted. Director Pinshower will make those arrangements.

**VIII. NEW BUSINESS**

The Board reviewed the Engagement Letter from ATA Group, LLP. Trustee Tenyer made a motion to engage ATA Group, LLP as the auditor for the FY23 Financial Statements Audit and to authorize the Executive Director to sign the engagement letter on the Board’s behalf. Secretary Miller seconded the motion.

- Ayes: Carr, Lucas, Miller, Minner, Ordway, Pizzi, Tenyer
- Nays: None
- Abstain: None
- Absent: None
- Motion: CARRIED.**

The Board reviewed the AIA Amendment with Shales McNutt. Treasurer Lucas made a motion to authorize the Executive Director to sign the AIA Amendment with Shales McNutt. Trustee Ordway seconded the motion.

- Ayes: Carr, Lucas, Miller, Minner, Ordway, Pizzi, Tenyer
- Nays: None
- Abstain: None
- Absent: None
- Motion: CARRIED.**

**IX. GENERAL INFORMATION**

Director Pinshower noted that the new Board will be seated in June. Upcoming Long Range Planning Committee meetings will include Landscape Architect interviews and a presentation about starting a library foundation.

**X: ADJOURNMENT**

There being no further business, a motion to adjourn the meeting was made by Vice President Minner and seconded by Trustee Pizzi.

Ayes: Carr, Lucas, Miller, Minner, Ordway, Pizzi, Tenyer

Nays: None

Abstain: None

Absent: None

**Motion: CARRIED.**

The meeting adjourned at 7:37 p.m.

*/s/ Anne Ordway* \_\_\_\_\_

Secretary