

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 October 10, 2016, 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 October 7, 2016.

Present and acting as trustees were:

Donald F. Minner, President
Carrie F. Carr, Treasurer
Barbara Pintozzi, Secretary
William J. Pizzi
Denise Tenyer

Also in attendance were:

Detlev Pansch, Executive Director
Judy Walther, McClure, Inserra, & Company
Tammy Surprise, Human Resources Specialist
Lisa Stordahl, Staff

President Minner called the meeting to order and welcomed both Ms. Walther and Ms. Surprise.

President Minner asked if there were questions on the minutes of the Regular Meeting of September 12, 2016. There were none. Ms. Carr moved to approve the minutes of the September 12 meeting as presented. Ms. Tenyer seconded the motion.

Ayes: Minner, Carr, Pintozzi, Pizzi, Tenyer
Nays: 0
Absent: Clifford, Peters
Motion: CARRIED.

Judy Walther from McClure, Inserra, & Company, Chartered distributed the management letter and the audited financial statements for the fiscal year ended June 30, 2016 for the Board of Trustees to review. Each section of the annual report was reviewed and Ms. Walther answered questions from the Trustees. Ms. Walther noted that the audit ran smoothly and that the Barrington Area Library received a clean opinion. Ms. Carr moved to accept the audit as presented. Mr. Pizzi seconded the motion.

Ayes: Minner, Carr, Pintozzi, Pizzi, Tenyer
Nays: 0
Absent: Clifford, Peters
Motion: CARRIED.

Ms. Walther left the meeting.

Mr. Minner invited Ms. Tammy Surprise, Barrington Area Library's Human Resources Specialist, to begin her presentation. Ms. Surprise informed the Board about the Fair Labor Standards Act (FLSA), a new law which will become effective December 1, 2016, and affects a new exempt status salary threshold. The library requested a compensation benchmark study and hired the Management Association to perform a review of all library positions.

Human Resources, along with the Management Association's research data, determined an adjustment to the salary grade structure is needed to include the new minimum exempt salary range. In addition, some jobs were moved to a more appropriate salary grade within the grade structure. Recruitment and retention measures were discussed in relationship to the adjustments presented.

Ms. Surprise also gave a short presentation on staff turnover rates for the past three fiscal years. Ms. Surprise noted that our turnover rates at the Barrington Area Library are consistent with industry averages. The Board thanked Ms. Surprise for her presentation and she left the meeting.

Mr. Minner moved to approve the changes to the Pay Grade Scale effective December 1 as presented. Ms. Carr seconded the motion.

Ayes: Minner, Carr, Pintozzi, Pizzi, Tenyer
Nays: 0
Absent: Clifford, Peters
Motion: CARRIED.

Mr. Minner congratulated Laura Morici, Customer Service Senior Associate, on her ten year work anniversary. The Board is appreciative of her continued work.

Ms. Carr presented the Treasurer's report. Beginning balance was \$6,571,315.58 with receipts of \$1,509,885.19 and expenditures of \$556,371.30; leaving an ending balance of \$7,524,829.47. Mr. Minner moved to approve the Treasurer's Report and bills for payment as presented. Ms. Tenyer seconded the motion.

Ayes: Minner, Carr, Pintozzi, Pizzi, Tenyer
Nays: 0
Absent: Clifford, Peters
Motion: CARRIED.

Ms. Carr reported on the Budget, Finance, and Levy Committee Meeting of September 26, 2016. The committee recommended an increase in the Levy request by two percent in light of the governing tax cap CPI for this year being 0.7%. To ensure capturing new property the committee thought it in the library's best interest to ask 2% above last year's extension. Ms. Carr moved to set the Levy at \$6,889,478. Mr. Pizzi seconded the motion.

Ayes: Minner, Carr, Pintozzi, Pizzi, Tenyer
Nays: 0
Absent: Clifford, Peters
Motion: CARRIED.

Mr. Minner set the date for adopting the Levy for November 14, 2016.

Director Pansch reported that the Library's second TEDx presentation, held on October 6, was a great success. The presentation included four speakers and drew around 100 attendees. Director Pansch noted that he had a phone call the following morning from an attendee who was very impressed with the presentation. Director Pansch commended Rose Faber, head of Adult Services, for her many hours of work and dedication in organizing and preparing this successful event.

Director Pansch directed the Board's attention to two letters of thanks received by the library for their participation in the Adult Summer Reading Program which raised \$500 for each of the two local food pantries. Both the Barrington Township Food Pantry and the Cuba Cares Food Pantry expressed their gratitude to the library, its patrons and Barrington Bank & Trust for helping to feed those in need in the Barrington community.

In new business, the Personnel Committee will meet at 6:00 PM on November 14th before the Regular Board Meeting. In addition, Director Pansch notified the Board that, Karen Darch, Village of Barrington President will be attending November's meeting to further discuss the Lake Zurich Road Realignment Project.

There being no further business, Ms. Carr moved, and Mr. Pizzi seconded to adjourn.

Ayes: Minner, Carr, Pintozzi, Pizzi, Tenyer
Nays: 0
Absent: Clifford, Peters
Motion: CARRIED.

Adjournment was at 7:51 p.m.


Secretary