

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 9, 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 May 6, 2016.

Present and acting as trustees were:

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

Absent were:

Denise Peters

Also in attendance were:

Detlev Pansch, Executive Director
Lisa Stordahl, Staff

President Minner called the meeting to order. Mr. Minner acknowledged and thanked Kate Mills and Amy Bonsignore for 30 years of service and five years of service respectively. President Minner asked if there were questions on the minutes of the Regular Meeting of April 11, 2016. There were none. Ms. Clifford moved to approve the minutes of the April 11th meeting as presented. Ms. Pintozzi seconded the motion. All voted aye.

Motion: CARRIED.

Ms. Carr presented the Treasurer's report. Beginning balance was \$5,856,292.53 with receipts of \$28,422.59 and expenditures of \$700,747.53; leaving an ending balance of \$5,183,967.59. Year-to-date revenues are 77.26% of anticipated, and year-to-date expenditures are 76.31% of budget. Mr. Pizzi moved to approve the Treasurer's Report and bills for payment as presented. Ms. Clifford seconded the motion.

Ayes: Carr, Clifford, Minner, Pintozzi, Pizzi, Tenyer

Nays: 0

Absent: Peters

Motion: CARRIED.

Director Pansch discussed the Merit Raise Pool and Pay Grade Lane Increases. After researching what other libraries in this area are doing and consulting with the Management Association, Director Pansch recommended a three percent raise in the performance based merit pool and a two percent raise of the pay grade lane increase. Mr. Minner inquired as to how that compared to last year. Director Pansch reported that while the Merit Raise Pool stayed the same, the pay grade lane increase would go up a half of a percent from one point five percent to two percent. He reported that the lane increase affects primarily Pages and the newest employees. Mr. Minner inquired if employees are reviewed on their work anniversary date. Director Pansch noted that all staff are reviewed annually in June and that any pay raise would be effective July 1. Mr. Minner mentioned that the board would be interested in hearing

an overview from our Human Resources Manager, Ms. Surprise, about staff demographics and statistics regarding staff retention at various positions. Ms. Clifford moved to approve the Merit Raise Pool and Pay Grade Lane increases as presented by Director Pansch. Mr. Minner seconded the motion.

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

Director Pansch recommended awarding the HVAC maintenance contract to Oak Brook Mechanical Services, Inc. not to exceed \$10,000. The Edwards Engineering contract will expire on July 1. Mr. Pizzi moved to award the contract to Oak Brook Mechanical Services, Inc. Ms. Carr seconded the motion.

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

Director Pansch reported that we successfully launched a new, responsive website to our users beginning on May 7, 2016. The new site is much easier to navigate while using mobile devices. Director Pansch noted that Karen McBride, Public Information Manager, had invested a significant amount of time in this project.

Director Pansch shared the presentation that he gave at the Public Library Association in Denver. The presentation was attended by eight hundred people and was very well received.

Director Pansch noted that Youth Services had over three hundred sixty families stop by their booth at the Fun Fest.

Mr. Minner inquired about whether it was feasible to continue with the Branch location. Director Pansch replied that that discussion is planned for a future board meeting.

The board discussed a letter received by Director Pansch from CivilTech Engineering, Inc. in regards to the Lake Zurich Road Realignment Project. The Board requested that Director Pansch, along with the library's architect, be present when the representative from CivilTech arrives on Thursday, May 12, to prepare an appraisal. The Board also recommended that Director Pansch contact the Village to invite them to present their project proposal to the Library Board of Trustees.

There being no further business, Mr. Minner moved and Mr. Pizzi seconded the motion to adjourn.

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

Adjournment was at 8:13 p.m.

Carolina Pantoja

Secretary