

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 February 11, 2019, at 7:03 p.m. in the Conference Room of the Barrington Area Library pursuant to notices sent to the board and the press on February 8, 2019.

Present and acting as trustees were:

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

Absent was:

Donald Minner, President

Also in attendance were:

Daniel Goitein, Barrington resident  
Jan Miller, Barrington resident  
Jesse Henning, Executive Director  
Lisa Stordahl, Office Manager

**I. CALL TO ORDER**

Vice President Clifford called the meeting to order at 7:03 p.m.

**II. ROLL CALL**

Lisa Stordahl called the roll.

**III. AUDIENCE RECOGNITION AND PUBLIC COMMENT**

Trustee candidates Daniel Goitein and Jan Miller introduced themselves. No public comments were made.

**IV. APPROVAL OF THE MINUTES**

The minutes from the January 14, 2019 Regular Meeting and Policy Committee Meeting were reviewed. Vice President Clifford asked if there were any questions or corrections on the Regular Meeting minutes. There were none. A motion to approve the minutes of the January 14 Regular Meeting was made by Mr. Pizzi, seconded by Ms. Tenyer. The motion passed unanimously.

Vice President Clifford asked if there were questions or corrections on the minutes of the Policy Committee Meeting of January 14. There were none. Ms. Pintozzi moved to approve the January 14 Policy Committee minutes as presented. Ms. Peters seconded the motion. The motion passed unanimously.

## **V. MISCELLANEOUS REPORTS / BUSINESS**

### **President's Report**

Director Henning reported that President Minner is planning to attend the upcoming ILA Legislative Breakfast on President's Day in Buffalo Grove.

### **Treasurer's Report**

Ms. Carr presented the Treasurer's report. Beginning balance was \$8,512,549.79 with receipts of \$39,771.54 and expenditures of \$647,307.09; leaving an ending balance of \$7,910,536.19. Seven months into the fiscal year, revenues are 49.95% of anticipated and expenditures are 51.66% of the budget. Mr. Pizzi moved to approve the Treasurer's Report and bills for payment as presented. Ms. Tenyer seconded the motion.

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

### **Executive Director's Report**

Director Henning has remained busy in the community attending meetings with the Barrington Area Chamber of Commerce, the Healthier Barrington Coalition, and the Barrington Breakfast Rotary. He also participated in the Barrington Area Council of Governments tabletop exercise led by Advocate Good Shepherd.

Internally, work on updating the Policy Manual continues with Department Heads and the Administration team. Other projects include revising the budget work process, and working with HR to create cost projections due to the Illinois Legislature Fast-Tracking the bill to raise minimum wage.

In Programming news, Director Henning promoted the upcoming third annual Comic Con, which will take place on Sunday, March 3 from 1:00 – 5:00 p.m.

Director Henning provided updates on the library's upcoming construction projects. Work is scheduled to begin on August 26, 2019, and could last through mid-December. The atrium and meeting rooms will be shut down in sections while windows are being replaced and resealed. Other projects slated for the same time period include tuck-pointing, and the HVAC replacement. For safety purposes, the Administration team will be moved to the Zimmerman room while the HVAC work is completed.

Director Henning presented the newly formatted Statistics Report. The Board appreciated the time spent creating the new report and stated that it was a great snapshot of all the ways the

library is used on a monthly basis. Moving forward, Director Henning will add comparative statistics so that the board can track usage trends.

Director Henning presented a few transparency options to the Board.

**VI. REPORTS OF COMMITTEES**

The Policy Committee met at 6:30 p.m. and discussed the updates being considered to the Policy Manual. Due to the large scope of the project, Director Henning will present the updates to the Policy Committee over the next several months in smaller chunks for discussion. At the conclusion of the project, the revised Policy Manual will go to the library’s attorney for review before being brought to the committee for approval.

**VII. OLD BUSINESS**

There was no old business.

**VIII. NEW BUSINESS**

There was discussion about amending the 2018-2019 Professional Services Agreement with Engberg Anderson to add sliding glass doors to the alcove spaces in the Business and Technology section of the library. Director Henning noted that the project would benefit the community by creating more bookable study/meeting rooms. Ms. Carr made a motion to authorize Director Henning to sign the amendment on behalf of the Library District. Ms. Tenyer seconded the motion.

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

**IX. GENERAL INFORMATION**

The board discussed the thank you letter they received from Fenghua Academy and the letter from a community member regarding the use of different Barrington organizations when having miniature horse programs in the library. Director Henning stated that he forwarded the copy of the letter to the library programmers for future reference.

**VI: ADJOURNMENT**

There being no further business, Ms. Tenyer moved, and Ms. Peters seconded to adjourn the meeting. The motion passed unanimously.

The meeting adjourned at 8:14 p.m.

/s/ Barbara Pintozzi

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Secretary