

Regular Board Meeting
Thursday June 18, 2015 6:30PM
MINUTES

A. CALL TO ORDER

The regular meeting of the Board of Library Trustees of the Lincolnwood Public Library District was called to order by President Beard at 6:30PM on June 18, 2015 in the Library's Roehri Room.

B. ROLL CALL

Trustees Present: Beard, Berger, Gimbel, George, Martel (6:38), Poulsom, Stavinoga
Trustees Absent: None
Staff Present: Bochenski, Friedman, Inman, Levine, Roothaan, Sehgal, Thayer
Visitors Present: Doug Lim

C. CONSENT AGENDA

ON A MOTION BY TRUSTEE POULSOM AND SECONDED BY TRUSTEE STAVINOVA, AND WITH ALL TRUSTEES PRESENT VOTING "YES" WHEN THE ROLL WAS CALLED, THE ITEMS ON THE CONSENT AGENDA WERE APPROVED AS FOLLOWS:

- Approve Minutes of May 21, 2015 Regular Board Meeting
- Approve Minutes of May 26, 2015 Finance & Facilities Committee Meeting
- Approve Minutes of June 1, 2015 Finance & Facilities Committee Meeting
- Approve Financial Report for periods ending 5/31/15
- Approve Disbursements for periods 5/1/15-5/31/15

D. REVIEW AND APPROVE CONSTRUCTION MANAGER CONTRACT AND RIDER

With agreement from all Trustees, this agenda item was moved up to accommodate the schedule of visitors. Doug Lim from Gilbane presented the contract and pricing proposal for construction manager services, and offered to reduce the contract by \$10,000 in response to feedback from trustees.

ON A MOTION BY TRUSTEE BERGER, SECONDED BY TRUSTEE POULSOM AND WITH ALL TRUSTEES PRESENT VOTING "YES" WHEN THE ROLL WAS CALLED THE BOARD APPROVED THE CONTRACT AND RIDER WITH GILBANE BUILDING COMPANY AT A COST OF \$407,960.

E. PRESIDENT'S REPORT

President Beard confirmed that the board retreat has been scheduled for Monday July 20, 2015 at 4:00PM, to be held at the Lincolnwood Village Hall.

F. LIBRARY DIRECTOR'S REPORT

Head of Circulation/Accounting Vandana Sehgal, Head of Adult Services Gail Inman, and Library Director Su Bochenski presented the highlights of their written reports and answered questions.

Bochenski reported that the construction on Crawford Ave (the closed intersection at Pratt) will result in decreased library attendance for the month of June and early July, like last year. She also reported that the week-long kids coding camp was very successful, and we had a waiting list and a lot of interest from residents. Trustees agreed that this type of STEAM programming is needed in the community from the library. Bochenski said that she is keeping an eye on Illinois House Bill 695, which calls for changes in how taxing districts can increase a tax extension when necessary.

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G. AUDIENCE TO VISITORS

No visitors spoke during this agenda item.

H. REPORT FROM THE FRIENDS OF THE LIBRARY REPRESENTATIVE

Trustee Gimbel reported that there has not been a Friends meeting since the last library board meeting, and that the Friends continue to work on the Sculpture Committee.

I. CORRESPONDENCE AND COMMUNICATIONS

There was no correspondence.

J. UNFINISHED BUSINESS

a. **Approve and Adopt Ordinance No. 2014-15/6 Setting the Schedule of Regular Meetings of the Board of Library Trustees for the Year July 1, 2015 through June 30, 2016**

Trustee Poulosom inquired as to why the history of meeting date changes was included in the ordinance, and after some discussion, trustees agreed to remove the language for FY17.

ON A MOTION BY TRUSTEE MARTEL, SECONDED BY TRUSTEE POULSOM, AND WITH ALL TRUSTEES PRESENT VOTING "YES," THE BOARD APPROVED ORDINANCE NO. 2014-15/6 SETTING THE SCHEDULE OF REGULAR MEETINGS OF THE BOARD OF LIBRARY TRUSTEES FOR THE YEAR JULY 1, 2015 THROUGH JUNE 30, 2016

b. **Approve and Adopt Ordinance No. 2014-15/7 Providing for the Payment of – and Ascertaining the Prevailing Rate of Wages for – Laborers, Mechanics, and Other Workers Employed in Performing Construction of Public Works**

ON A MOTION BY TRUSTEE MARTEL, SECONDED BY TRUSTEE GEORGE, AND WITH ALL TRUSTEES PRESENT VOTING "YES," THE BOARD ORDINANCE NO. 2014-15/7 PROVIDING FOR THE PAYMENT OF – AND ASCERTAINING THE PREVAILING RATE OF WAGES FOR – LABORERS, MECHANICS, AND OTHER WORKERS EMPLOYED IN PERFORMING CONSTRUCTION OF PUBLIC WORKS

c. **Approve FY2015-2016 Working Budget incorporating the proposed Staff Grade Levels and Employee Compensation Program as recommended by the Finance & Facilities Committee on 6/1/2015**

Director Bochenski reviewed the FY16 budget and answered questions. She stated that because the renovation should lower maintenance costs and improve the technology, it will likely be possible to have little or no increase to the expenditures for FY17. This would allow funds to be used for the renovation debt service payments.

ON A MOTION BY TRUSTEE BERGER, SECONDED BY TRUSTEE MARTEL, AND WITH ALL TRUSTEES PRESENT VOTING "YES," WHEN ROLL WAS CALLED THE BOARD APPROVED THE FY2015-2016 WORKING BUDGET INCORPORATING THE PROPOSED STAFF GRADE LEVELS AND EMPLOYEE COMPENSATION PROGRAM AS PRESENTED

d. **Approve and Adopt Resolution No. 2014/15-4 Regarding Employer Retirement Contribution Rates and Eligibility for the Year July 1, 2015 through June 30, 2016 as recommended by the Finance & Facilities Committee on 6/1/2015**

ON A MOTION BY TRUSTEE MARTEL, SECONDED BY TRUSTEE BERGER, AND WITH ALL TRUSTEES PRESENT VOTING "YES," WHEN ROLL WAS CALLED THE BOARD APPROVED RESOLUTION NO.

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2014/15-4 REGARDING EMPLOYER RETIREMENT CONTRIBUTION RATES AND ELIGIBILITY FOR THE YEAR JULY 1, 2015 THROUGH JUNE 30, 2016 AS PRESENTED

e. **Approve motion to transfer \$300,000 from the Library Fund to the Special Reserve Fund as budgeted for in the FY15 Working Budget**

ON A MOTION BY TRUSTEE MARTEL, SECONDED BY TRUSTEE GEORGE, AND WITH ALL TRUSTEES PRESENT VOTING "YES," WHEN ROLL WAS CALLED THE BOARD APPROVED TRANSFERRING \$300,000 FROM THE LIBRARY FUND TO THE SPECIAL RESERVE FUND.

K. NEW BUSINESS

a. **Approve and Adopt Ordinance No. 2014-15/8 Regarding Non-Resident Cards**

President Beard explained that the ordinance to establish that the library does not offer non-resident cards for sale, due to the fact that no one is eligible to purchase one. According to Illinois Library Law, anyone living in a library-served community cannot purchase a non-resident card, and Lincolnwood is surrounded by served communities (Skokie and Chicago).

ON A MOTION BY TRUSTEE MARTEL, SECONDED BY TRUSTEE GEORGE, AND WITH ALL TRUSTEES PRESENT VOTING "YES," THE BOARD APPROVED ORDINANCE NO. 2014-15/8 REGARDING NON-RESIDENT CARDS

L. BOARD ACTION CHART

Trustees discussed some "wish list" items for the Director to include during next year's budget presentation. Suggested items were to keep the current year actuals, possibly include prior years if necessary to show history, and to show historical trends, such as staff FTE to population, or staff hours to population.

M. SCHEDULE OF UPCOMING BOARD AND COMMITTEE MEETINGS

The following meetings were scheduled or confirmed:

- Regular Board Meeting: July 16, 2015 6:30PM
- Board Retreat: July 20, 2015 4:00PM

N. ADJOURNMENT

ON A MOTION BY TRUSTEE MARTEL, SECONDED BY TRUSTEE STAVINOVA, AND WITH ALL TRUSTEES PRESENT VOTING "YES," THE MEETING WAS ADJOURNED AT 7:40PM.

/s/

Linda Poulsom, Secretary