

**Regular Board Meeting**  
**Monday June 26, 2017 7:00PM**  
**MINUTES**

1. 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 7:00PM on June 26, 2017 in the library at 4000 W. Pratt Ave, Lincolnwood, IL 60712.

2. ROLL CALL

Trustees Present: Beard, Berger, Gimbel, Martel, Poulson (7:55), Stavinoga  
Trustees Absent: George  
Staff Present: Bochenski, Prochot, Renkosiak, Sehgal  
Visitors Present: None

3. APPOINT RECORDING SECRETARY

President Beard appointed Su Bochenski Recording Secretary until Trustee Poulson arrived.

4. CONFIRM NEWLY ELECTED TRUSTEE PAMELA STAVINOVA

Due to her absence at the May 22, 2017 Board meeting, Trustees confirmed that Trustee Pamela Stavinoga was sworn in at the library on May 31, 2017 by Notary Su Bochenski and witnessed by Amy Prochot.

5. CONSENT AGENDA

Trustee Martel moved and Trustee Stavinoga seconded to **APPROVE ITEMS ON THE CONSENT AGENDA AS PRESENTED:**

- Approve Minutes of May 22, 2017 Regular Board Meeting
- Approve Financial Report and Disbursements for period 5/1/2017-5/30/2017

**Aye:** Beard, Berger, Gimbel, Martel, Stavinoga **Nay:** none **Abstain:** none **Absent:** George, Poulson

6. AUDIENCE TO VISITORS

Chris Renkosiak introduced himself as the new Head of Marketing at the library.

7. REVIEW AND APPROVE MY MEDIA MALL INTERGOVERNMENTAL AGREEMENT

The Board briefly discussed the My Media Mall service, which provides Lincolnwood residents access to tens of thousands of shared eBooks and eAudioBooks.

Trustee Martel moved and Trustee Berger seconded that **THE BOARD APPROVE THE MY MEDIA MALL INTERGOVERNMENTAL AGREEMENT AS PRESENTED.**

**Aye:** Beard, Berger, Gimbel, Martel, Stavinoga **Nay:** none **Abstain:** none **Absent:** George, Poulson

8. APPROVE AND ADOPT ORDINANCE NO. 2016-17/6 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

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Trustee Martel moved and Trustee Stavinoga seconded that **THE BOARD APPROVE AND ADOPT ORDINANCE NO. 2016-17/6 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.**

**Aye:** Beard, Berger, Gimbel, Martel, Stavinoga **Nay:** none **Abstain:** none **Absent:** George, Poulsom

9. APPROVE AND ADOPT ORDINANCE NO. 2016-17/7 REGARDING NON-RESIDENT CARDS

Trustee Martel moved and Trustee Berger seconded to **APPROVE AND ADOPT ORDINANCE NO. 2016-17/7 REGARDING NON-RESIDENT CARDS.**

**Aye:** Beard, Berger, Gimbel, Martel, Stavinoga **Nay:** none **Abstain:** none **Absent:** George, Poulsom

10. PRELIMINARY CONFIRMATION OF PUBLIC HEARING FOR FY18 B&A ORDINANCE: 8/28/17 AT 7:00PM

Director Bochenski explained that because board meetings are now held on the fourth Monday of the month, the library's fiscal ordinance calendar has changed. Normally the Board would approve the tentative FY18 B&A ordinance and set the hearing date at the July meeting. However, notice must be published in the local newspaper at least 30 days prior to the hearing. Due to the Lincolnwood Review's weekly publication schedule, the library needs to submit the hearing date in advance of the July board meeting. Trustees preliminarily confirmed by general consensus that the hearing date will be Monday August 28, 2017 at 7:00PM immediately before the regular August board meeting.

11. APPROVE AND ADOPT ORDINANCE NO. 2016-17/8 AMENDING SPECIAL RESERVE FUND

Director Bochenski explained that that since the renovation project is complete, the Special Reserve Fund Ordinance should be amended to accommodate future capital improvement projects. The Board reviewed the supporting FY2018-FY2037 Capital Improvements Plan and requested that it be adjusted to show a more consolidated version of types of projects, estimated expenses, and date ranges.

Trustee Martel requested that a detailed three-year plan be added to the Board Action Chart, to enable Trustees to make final decisions on capital projects from FY18-FY20.

Trustee Martel moved and Trustee Berger seconded that **THE BOARD APPROVE AND ADOPT ORDINANCE NO. 2016-17/8 AMENDING THE PLAN PROVIDING FOR THE USE OF MONIES THAT ACCUMULATE IN THE SPECIAL RESERVE FUND.**

**Aye:** Beard, Berger, Gimbel, Martel, Stavinoga **Nay:** none **Abstain:** none **Absent:** George, Poulsom

12. SPECIAL RESERVE FUND TRANSFER

Trustees discussed the need to transfer monies from the Library Fund to the Special Reserve fund to 1) balance the remainder of the construction costs (\$633,000) and 2) fund future capital projects according to the Special Reserve Fund Ordinance and the FY18 working budget (\$100,000).

Trustee Martel moved and Trustee Berger seconded that **THE BOARD APPROVE A TRANSFER OF \$733,000 FROM THE LIBRARY FUND TO THE SPECIAL RESERVE FUND BEFORE THE CLOSE OF THE 2016-17 FISCAL YEAR.**

**Aye:** Beard, Berger, Gimbel, Martel, Stavinoga **Nay:** none **Abstain:** none **Absent:** George, Poulsom

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13. REPORTS

President Beard reported that the Friends of the Library have suggested a donation of shelves for the ongoing used book sale, and requested a quote for shelving that matches the library décor and magazine shelving. The Friends have also requested that the shelving be dedicated in memory of April Vanderporten. Library staff will obtain quotes and report to the Board.

Trustee Poulsom arrived.

Library Director Su Bochenski and Head of Access Services Vandana Sehgal reviewed the highlights of their written reports and answered questions. Director Bochenski reported the results of the 2016 Agency Tax Rate report from Cook County. She stated that the EAV increased by 91,877,721, lowering the library's tax rate from .442 in 2015 to .384 in 2016.

14. SCHEDULE OF UPCOMING BOARD AND COMMITTEE MEETINGS

The following meetings were scheduled or confirmed:

- Regular Board Meeting: Monday July 24, 2017 7:00PM

15. ADJOURNMENT

Trustee Martel moved and Trustee Poulsom seconded that **THE MEETING BE ADJOURNED AT 8:02PM.** Voice vote carried.

  
Secretary