

Regular Board Meeting
Thursday September 17, 2015 6:30PM
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 6:31PM on September 17, 2015 in the Library's board room.

2. ROLL CALL

Trustees Present: Beard, Berger, Gimbel, George, Martel (7:05PM), Poulosom,
Trustees Absent: Stavinoga
Staff Present: Bochenski, Thayer
Visitors Present: Georgia Talaganis, Lydia Cohan, Fausto Ramos-Gomez

3. CONSENT AGENDA

Trustee Poulosom moved and Trustee Gimbel seconded to **APPROVE ITEMS ON THE CONSENT AGENDA AS PRESENTED:**

- Approve Minutes of August 20, 2015 Regular Board Meeting
- Approve Financial Report for period ending 8/31/15
- Approve Disbursements for period 8/1/15-8/31/15

Ayes: Beard, Berger, Gimbel, George, Poulosom. **Nays:** none. **Abstain:** none. **Absent:** Martel, Stavinoga

4. AUDIENCE TO VISITORS

No visitors spoke.

5. REVIEW AND ACCEPT THE FY15 AUDIT

Paul Inserra from McClure, Inserra & Company chartered reviewed the various components of the FY15 audit and responded to questions. The presentation and review process resulted in the following key conclusion:

- As was the case with previous audit, the library was issued a clean opinion for the FY15 audit.
- The library's various fund balances and general financial position at the close of FY15 remains strong and the library is prepared for the renovation to take place in FY16 and FY17.

Trustee George moved and Trustee Berger seconded that the **FY15 AUDIT BE ACCEPTED AS PRESENTED.**

Ayes: Beard, Berger, Gimbel, George, Poulosom. **Nays:** none. **Abstain:** none. **Absent:** Martel, Stavinoga

6. REVIEW AND ADOPT ORDINANCE NO. 2015-16/2 PROVIDING FOR THE BUDGET & APPROPRIATIONS OF THE LINCOLNWOOD PUBLIC LIBRARY DISTRICT FOR THE FISCAL YEAR BEGINNING JULY 1, 2015 AND ENDING JUNE 30, 2016 AND THE TREASURER'S CERTIFICATE OF ESTIMATED REVENUES

Trustees reviewed the ordinance and reported that no visitors spoke during the public hearing held immediately prior to the board meeting.

Trustee Poulosom moved and Trustee Berger seconded that **ORDINANCE NO. 2015-16/2 PROVIDING FOR THE BUDGET & APPROPRIATIONS OF THE LINCOLNWOOD PUBLIC LIBRARY DISTRICT FOR THE FISCAL**

BOARD OF TRUSTEES
LINCOLNWOOD PUBLIC LIBRARY DISTRICT
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YEAR BEGINNING JULY 1, 2015 AND ENDING JUNE 30, 2016 AND THE TREASURER'S CERTIFICATE OF ESTIMATED REVENUES BE APPROVED AS PRESENTED. (Although not appended to these minutes, a copy of this ordinance is available for public inspection in the library.)

Ayes: Beard, Berger, Gimbel, George, Poulsom. **Nays:** none. **Abstain:** none. **Absent:** Martel, Stavinoga

7. REVIEW AND ADOPT RESOLUTION NO. 2015/16-1 TO DETERMINE ESTIMATE OF FUNDS NEEDED FOR THE 2015-2016 FISCAL YEAR FROM THE TAX LEVY

Trustees discussed the purpose of this estimate, which is to determine if the library will need to hold a Truth in Taxation Act (TITA) hearing. A levy increase of 5% or more over the previous year's tax extension would require a TITA hearing. Director Bochenski explained that this is just an estimate at this point, and the exact amount of the levy will be formally approved at the November 19, 2015 board meeting.

Director Bochenski explained that the board typically considers a CPI increase, which will be .8% this year. However, there is a new element to consider. The Village of Lincolnwood approved the dissolution of the Touhy-Lawndale TIF district in July (this is the Lowe's TIF). The library has the opportunity this year to recapture the tax revenue from the EAV increment, and will need to levy slightly higher than the CPI to do so. Based on preliminary calculations provided by the Tax Extension department of the Cook County Clerk's office, the library can anticipate recapturing approximately \$20,000. The Clerk's office has not yet received the official filing of the TIF dissolution, so it is possible that the estimate will change slightly before the November levy vote. Even with the TIF and CPI increase the estimated levy will not be increased by more than 5%, and therefore the library will not need a TITA hearing.

Trustee Poulsom moved and Trustee George seconded that **RESOLUTION NO. 2015/16-1 TO DETERMINE ESTIMATE OF FUNDS NEEDED FOR THE 2015-2016 FISCAL YEAR FROM THE TAX LEVY BE APPROVED IN THE AMOUNT OF \$2,500,000.**

Ayes: Beard, Berger, Gimbel, George, Poulsom. **Nays:** none. **Abstain:** none. **Absent:** Martel, Stavinoga

8. REVIEW PROPOSED LIBRARY CARD EXPIRATION POLICY

Trustee Martel arrived. Director Bochenski presented a staff recommendation that would remove expiration dates from all Lincolnwood library cards that are actively being used. Anything that a patron uses that is authenticated by CCS is considered activity (checking out materials, logging into their account, using an authenticated database, registering for a program, downloading materials from Overdrive, Hoopla, Flipster, etc.) The primary purpose of this recommendation is to make it easier for our patrons to continue to use our library without any barriers.

Trustees discussed the recommendation and agreed to think about it and try to reach a decision at the October board meeting.

9. RENOVATION UPDATE

Director Bochenski reported that staff has been working with the architects and construction manager to adjust the scope of the project to meet the budget of \$5,250,000 that was approved at the August meeting. We decided to clad the adult reading box with the same metal material that will be used for certain areas of the roof, only in shingle form instead of sheets. The children's reading box was retained, but will only be one story instead of two. Gilbane continues to work on the construction documents with Product, which will be used as the basis for our bids in December.

10. REPORTS

Georgia Talaganis, President of the Friends of Lincolnwood Library, gave an update on the planned donation of the sculpture to the library. She reported that the final price of the piece to the Friends was \$18,000. She stated that due to several contributing factors the Friends would like to install the sculpture before winter, which would mean that it would be a separate project from the renovation.

Mrs. Talaganis reported that the sculpture will need a concrete base to be anchored to, with an estimated size of 4'6" x 4'6" and 48" deep, with the ability to support 600 lbs. She said that the Friends will pay for as much of the base as possible. Trustee Martel requested that Director Bochenski contract with a structural engineer to recommend specifications for the base to ensure that it will safely support the sculpture. Director Bochenski stated that the library will also need to figure out the necessary modifications to the electrical and irrigation systems already in the parking lot island.

Mrs. Talaganis handed out a draft "sculpture gifting agreement" and discussed it with the board. The purpose of the agreement is to set some guidelines regarding the library's acceptance of the sculpture. She requested that the library have a formal agreement drafted by the library's lawyer. Trustees agreed that the main points of the agreement should be provided to the lawyer, such as: the sculpture stay in a prominent location on library grounds; that it not be discarded in its natural life (possibly 25 years) unless it is deemed unsafe or damaged beyond repair; that the library will replace it with another sculpture if it is destroyed and the library is reimbursed through insurance; and that the library will maintain and insure the sculpture. Director Bochenski will consult with the library's legal counsel to draft the agreement.

Library Director Bochenski presented the highlights of her report and reported that the preliminary health insurance premiums for 2016 will be increased by only 2%, compared to the 8% we had budgeted. Head of Operations Amy Skrzypinski Thayer presented the highlights of her report and answered questions.

11. SCHEDULE OF UPCOMING BOARD AND COMMITTEE MEETINGS

The following meetings were scheduled or confirmed:

- Special Board Meeting-Bylaws Task Force: Thursday September 24, 2015 10:00AM
- Regular Board Meeting: Thursday October 15, 2015 6:30PM

12. ADJOURNMENT

Trustee Martel moved and Trustee Berger seconded that **THE MEETING BE ADJOURNED AT 8:00PM.**

Voice vote carried.


Linda Poulsom, Secretary