

Crystal Lake Public Library
Board of Trustees
Minutes Regular Meeting – June 17, 2015

Call to Order: The Regular Meeting of the Crystal Lake Public Library Board of Trustees was called to order by President Terri Reece at 7:00 pm in the Ames Meeting Room at the Library.

Roll Call:

Present: Chuck Ebann, John Engebretson, Alice Fellers, Don Peters, Terri Reece, William Weller

Absent: Ron Eberle, Carol Heisler

Other: Rebecca Heisler, Chamber Ambassador; Jerry Shaffer, Chamber Ambassador

Staff Present: Kathryn I. Martens, Library Director; Karen Migaldi, Assistant Director; Nan Goerlitz, Recording Secretary; Cheryl Riendeau, Business Office Manager; Linda Price-Natter, Public Relations Coordinator; Jennifer Drinka, Head of Youth Services; Cynthia Lopuszynski, Head of Adult Services; Pam Miller, Head of Circulation Services (7:27pm); Penny Ramirez, Head of Technical & Automation Services; Bonnie Jonelis, Librarian; Christine Ticknor, Librarian

Public Comment: Rebecca Heisler and Jerry Shaffer invited Board members to attend the Crystal Lake Chamber Ambassador's Summit on August 13, 2015 at Lakeside.

Board Development: Bonnie Jonelis covered the book talks that are done for grades 5-8 for Summer Reading Program. Christine Ticknor shared the evolution of the Youth presentation that is presented at the elementary schools for Summer Reading Program. Cynthia Lopuszynski shared the details of the Adult Summer Reading Program.

Approval of minutes: It was moved by Don Peters and seconded by William Weller to approve the minutes of the Regular Meeting of May 20, 2015.

Voice Vote: Aye-6; Nay-0; Absent-2; Abstain-0; Motion Passed.

Consent Agenda: Included in the Consent Agenda were the CLPL Public Relations and Development report ending June 12, 2015, and the Statistical Report for May 2015. It was moved by John Engebretson and seconded by Don Peters to approve the consent agenda.

Voice Vote: Aye- 6; Nay- 0; Absent- 2; Abstain- 0; Motion Passed.

Committee and Board Member reports:

Personnel Committee: The minutes from the May 26, 2015 meeting were in the packet.

Facilities Committee: The minutes from the June 4, 2015 meeting were in the packet.

Approval of Financial Reports: It was moved by Don Peters and seconded by Chuck Ebann to approve the Financial Report for FY 14/15 as of May 31, 2015.

Voice Vote: Aye- 6; Nay- 0; Absent- 2; Abstain- 0; **Motion Passed.**

Approval of Financial Reports: It was moved by Chuck Ebann and seconded by John Engebretson to approve the Financial Report for FY 15/16 as of May 31, 2015.

Voice Vote: Aye- 6; Nay- 0; Absent- 2; Abstain- 0; **Motion Passed.**

Approval of Disbursements: It was moved by John Engebretson and seconded by Don Peters to approve the disbursements in the total amount of \$459,056.38 as follows:

	<u>FY 14/15</u>	<u>FY 15/16</u>	<u>Total</u>
Operating Fund	47,550.63	349,305.34	396,855.97
IMRF/FICA Funds	4,868.6	47,926.95	52,795.55
Construction & Repair	0.00	3,660.08	3,660.08
Gift & Memorial Funds	0.00	5,094.58	5,094.58
Special Reserve Fund	135.00	0.00	135.00
Per Capita Funds	0.00	515.20	515.20
Grand Total:	52,554.23	406,502.15	459,056.38

Roll Call:

Aye: Chuck Ebann, John Engebretson, Alice Fellers, Don Peters, Terri Reece, William Weller

Nay: none

Absent: Ron Eberle, Carol Heisler

Motion Passed.

Board Action:

A) Insurance package – renewal for 15/16: It was moved by Don Peters and seconded by John Engebretson to approve the insurance package renewal for FY 15/16 effective July 8, 2015 through Lamb, Little & Co.

Voice Vote: Aye- 6; Nay- 0; Absent- 2; Abstain- 0; **Motion Passed.**

B) Nonresident fee – annual review: It was moved by John Engebretson and seconded by Don Peters to opt IN on selling Nonresident Cards using the tax bill method for the period 7/1/15 – 6/30/16.

Voice Vote: Aye- 6; Nay- 0; Absent- 2; Abstain- 0; **Motion Passed.**

C) Prevailing wage – annual Ordinance: It was moved by Don Peters and seconded by John Engebretson to adopt the June 2015 Prevailing Wage Resolution No. 1516-2.

Voice Vote: Aye- 6; Nay- 0; Absent- 0; Abstain- 0; Motion Passed.

- D) Authorization to submit IPLAR – annual report to State: It was moved by John Engebretson and seconded by Don Peters to authorize the Staff to complete the requirements of the Annual Report, authorize the Library Director, Board President, and Board Secretary to sign the Certification, and authorize the Library Director to submit the IPLAR to the Illinois State Library.

Voice Vote: Aye- 6; Nay- 0; Absent- 0; Abstain- 0; Motion Passed.

- E) Nominating Committee for FY 15/16 officers: The Nominating Committee was appointed by the Board President: Don Peters and Carol Heisler. Elections will be at the July 15, 2015 meeting.

Board Discussion:

- A) The Board discussed the Crystal Lake Chamber Ambassadors Summit on August 13, 2015.
- B) Penny Ramirez explained the Buy It Now option for the online catalog. General consensus was positive for this additional service.
- C) The Board reviewed the CLPL FY 14/15 Annual Report.

Executive Session: It was moved by John Engebretson and seconded by William Weller to move into Executive Session for the purposes of discussing the purchase or lease of real property for the use of the public body [5 ILCS 120/2(c)(5)] and to allow Kathryn I. Martens and Karen Migaldi to remain for the Executive Session at 8:46 pm.

Roll Call:

Aye: Chuck Ebann, John Engebretson, Alice Fellers, Don Peters, Terri Reece, William Weller

Nay: none

Absent: Ron Eberle, Carol Heisler

Motion Passed.

The Board came out of Executive Session at 8:56 pm.

Adjournment:

It was moved by John Engebretson and seconded by Don Peters to adjourn.

Voice Vote: Aye- 6; Nay- 0; Absent- 2; Abstain- 0; Motion Passed.

Time: 8:57 pm

CRYSTAL LAKE PUBLIC LIBRARY RESOLUTION NO. 1516-2

A RESOLUTION ASCERTAINING THE PREVAILING RATE OF WAGES FOR LABORERS, MECHANICS, AND OTHER WORKERS ENGAGED IN THE CONSTRUCTION OF PUBLIC WORKS UNDER THE JURISDICTION OF THE CRYSTAL LAKE PUBLIC LIBRARY

WHEREAS, the State of Illinois has enacted “An ACT regulating wages of laborers, mechanics and other workers employed in any public works by the State, County, City or any public body or any political subdivision or by anyone under contract for public works.” Approved June 26, 1941, codified as amended, 820 ILCS 130/1 (1993), formerly Ill. Rev. Stat., Ch. 48, par. 39s-1 et seq.; and

WHEREAS, the aforesaid ACT requires that the Board of Library Trustees of the City of Crystal Lake, McHenry County, investigate and ascertain the prevailing rate of wages as defined in said Act for laborers, mechanics and other workers in the locality of McHenry County employed in performing the construction of public works for said Crystal Lake Public Library.

NOW THEREFORE, be it resolved by the Board of Library Trustees of the City of Crystal Lake:

SECTION 1: To the extent and as required by “An ACT regulating wages of laborers, mechanics and other workers employed in any public works by the State, County, City or any public works,” approved June 26, 1941, as amended, the general prevailing rate of wages in this locality for laborers, mechanics and other workers engaged in the construction of public works coming under the jurisdiction of the Crystal Lake Public Library is hereby ascertained to be the same as the prevailing rate of wages for construction in the McHenry County area as determined by the Department of Labor of the State of Illinois as of June 2015, a copy of that determination being attached hereto and incorporated herein by reference. As required by said ACT, any and all revisions of the prevailing rate of wages by the Department of Labor of the State of Illinois shall supersede the Department’s June determination and apply to any and all public works construction undertaken by the Crystal Lake Public Library. The definition of any terms appearing in this Resolution which are also used in the aforesaid ACT shall be the same as in said ACT.

SECTION 2: Nothing herein contained shall be construed to apply said general prevailing rate of wages as herein ascertained to any work or employment except public works construction of the Crystal Lake Public Library to the extent required by the aforesaid ACT.

SECTION 3: The Library Director, or designee, shall publicly post or keep available for inspection by any interested party in the main office of the Crystal Lake Public Library this determination or any revisions of such prevailing rate of wage. A copy of this determination or of the current revised determination of prevailing rate of wages then in effect shall be attached to all contract specifications.

SECTION 4: The Library Director, or designee, shall mail a copy of this determination to any employer, to any association of employers, and to any person or association of employees who have filed their names and addresses, requesting copies of any determination stating the particular rates and the particular class of workers whose wages will be affected by such rates.

SECTION 5: The Library Director, or designee, shall promptly file, no later than July 15, a certified copy of this Resolution with the Illinois Department of Labor.

SECTION 6: The Library Director, or designee, shall cause to be published in a newspaper of general circulation within the area a copy of this Resolution, and such publication shall constitute notice that the determination is effective and that this is the determination of this public body.

PASSED this 17th day of June 2015.

President
Board of Library Trustees of the City of Crystal Lake

ATTEST:

Secretary
Board of Library Trustees of the City of Crystal Lake