

Crystal Lake Public Library
Board of Trustees
Minutes Regular Meeting – June 18, 2014

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: Vanessa Baker, Chuck Ebann, Ron Eberle, John Engebretson, Alice Fellers, Carol Heisler, Don Peters, Terri Reece, William Weller

Absent: none

Other: John Chrastka, Every Library

Staff Present: Kathryn I. Martens, Library Director; Karen Migaldi, Assistant Director; Nan Goerlitz, Recording Secretary; Debbie Brown, Business Manager; Linda Price-Natter, Public Relations Coordinator; Penny Ramirez, Head of Technical & Automation Services; Jennifer Drinka, Head of Youth Services; Pamela Miller, Head of Circulation Services; Cynthia Lopuszynski, Head of Adult Services

Citizen Participation: none

Board Development: John Chrastka reviewed the results of our community survey.

John Chrastka left at 7:40 pm.

Approval of Minutes: It was moved by Chuck Ebann and seconded by Don Peters to approve the Minutes of the Regular Meeting of May 21, 2014.

Voice Vote: Aye-8; Nay-0; Absent-0; Abstain-1; Motion Passed.

Committee & Board Member Reports:

Governance Committee: The minutes of the June 2, 2014 meeting were in the packet.

Personnel Committee: The minutes of the May 19, 2014 meeting were in the packet.

Facilities Committee: The minutes of the June 11, 2014 meeting were in the packet.

Consent Agenda: Included in the Consent Agenda were the CLPL Public Relations and Development report ending June 13, 2014, the Library Director's report for

June 2014, and the Statistical Report for May 2014. **The Consent Agenda was adopted by consensus.**

Approval of Financial Reports: It was moved by Don Peters and seconded by Chuck Ebann to approve the Financial Report for FY 13/14 as of May 31, 2014.

Voice Vote: Aye- 9; Nay- 0; Absent- 0; Abstain- 0; Motion Passed.

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, 2014.

Voice Vote: Aye- 9; Nay- 0; Absent- 0; Abstain- 0; Motion Passed.

Approval of Disbursements: It was moved by Chuck Ebann and seconded by John Engebretson to approve the disbursements in the total amount of \$242,375.17 as follows:

	<u>FY 13/14</u>	<u>FY 14/15</u>	<u>Total</u>
Operating Fund	26,500.36	155,551.12	\$182,051.48
IMRF/FICA Funds	4,720.67	28,881.93	33,602.60
Gift & Memorial Funds	40.72	11,158.79	11,199.51
Special Reserve Fund	0.00	15,521.58	15,521.58
Grand Total:	31,261.75	211,113.42	242,375.17

Roll Call:

Aye: Vanessa Baker, Chuck Ebann, Ron Eberle, John Engebretson, Alice Fellers, Carol Heisler, Don Peters, Terri Reece, William Weller

Nay: none

Absent: none

Motion Passed.

Business:

A) Insurance package – renewal for 14/15: It was moved by Chuck Ebann and seconded by Don Peters to approve the insurance package renewal for FY 14/15 effective July 8, 2014 through Lamb, Little & Co.

Voice Vote: Aye- 9; Nay- 0; Absent- 0; Abstain- 0; Motion Passed.

B) Nonresident fee – annual review: It was moved by Chuck Ebann and seconded by Don Peters to reaffirm the decision to opt IN on selling Nonresident Cards using the tax bill method for the period 7/1/14-6/30/15.

Voice Vote: Aye- 9; Nay- 0; Absent- 0; Abstain- 0; Motion Passed.

C) Policy Revisions

1. Disposal of Library Personal property: **It was moved by Don Peters and seconded by John Engebretson to approve the proposed revisions to the Disposal of Library Personal Property Policy.**

Voice Vote: Aye- 9; Nay- 0; Absent- 0; Abstain- 0; Motion Passed.

2. Reciprocal borrowing: **It was moved by John Engebretson and seconded by Don Peters to approve the proposed revisions to the Reciprocal Borrowing Policy.**

Voice Vote: Aye- 9; Nay- 0; Absent- 0; Abstain- 0; Motion Passed.

3. Interlibrary Loan: **It was moved Chuck Ebann and seconded by Don Peters to approve the proposed revisions to the Interlibrary Loan Policy.**

Voice Vote: Aye- 9; Nay- 0; Absent- 0; Abstain- 0; Motion Passed.

- D) Prevailing Wage: **It was moved John Engebretson and seconded by Chuck Ebann to approve Crystal Lake Public Library Resolution No. 1415-2, regarding Prevailing Wages as of June 2014, and authorize execution of the documents by the Board President and Secretary.**

Voice Vote: Aye- 9; Nay- 0; Absent- 0; Abstain- 0; Motion Passed.

E) 17 McHenry Ave

1. Lease: **It was moved by Chuck Ebann and seconded by Don Peters to authorize the Library Board President to sign the lease for 17 McHenry Ave., covering the period 8/1/14-7/31/15, with Mr. and Mrs. John Miller at \$1,495.00/month.**

Voice Vote: Aye- 9; Nay- 0; Absent- 0; Abstain- 0; Motion Passed.

2. Property Management agreement: **It was moved by Don Peters and seconded by Chuck Ebann to authorize the Library Board President to sign the Rental Property Management Contract with Re/Max of Barrington covering the period 7/16/14-7/15/15 for the property at 17 McHenry Ave.**

Voice Vote: Aye- 9; Nay- 0; Absent- 0; Abstain- 0; Motion Passed.

- F) Nominating Committee for FY 14/15/ officers: **The Nominating Committee was appointed by the Board President: Ron Eberle and Alice Fellers. Elections will be at the July 16, 2014 meeting.**

Executive Session: It was moved by Chuck Ebann and seconded by Don Peters to move into Executive Session for the purposes of discussing personnel [5 ILCS 120/2(c)(1)], the purchase or lease of real property for the use of the public body [5 ILCS 120/2(c)(5)], the setting of a price for sale or lease of property owned by the public body [5 ILCS 120/2(c)(6)] and to allow Kathryn I. Martens and Karen Migaldi to remain for the Executive Session at 7:50 pm.

Roll Call:

Aye: Vanessa Baker, Chuck Ebann, Ron Eberle, John Engebretson, Alice Fellers, Carol Heisler, Don Peters, Terri Reece, William Weller

Nay: none

Absent: none

Motion Passed.

It was moved by Chuck Ebann and seconded by Don Peters to move out of Executive Session at 8:33 pm.

Roll Call:

Aye: Vanessa Baker, Chuck Ebann, Ron Eberle, John Engebretson, Alice Fellers, Carol Heisler, Don Peters, Terri Reece, William Weller

Nay: none

Absent: none

Motion Passed.

Adjournment:

It was moved by John Engebretson and seconded by Chuck Ebann to adjourn.

Voice Vote: Aye- 9; Nay- 0; Absent- 0; Abstain- 0; Motion Passed.

Time: 8:34 pm

Charles K. Ebann, Secretary

CRYSTAL LAKE PUBLIC LIBRARY RESOLUTION NO. 1415-2

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 2014, 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 18th day of June 2014.

President
Board of Library Trustees of the City of Crystal Lake

ATTEST:

Secretary
Board of Library Trustees of the City of Crystal Lake