

**Crystal Lake Public Library
Board of Trustees**

Minutes Regular Meeting – June 22, 2016

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, Ron Eberle, John Engebretson, Carol Heisler, Alice Fellers, Don Peters, Terri Reece, Monica Szalaj, William Weller

Absent: none

Other: Jo Lynn Gillespie; Lori Keller; BJ Reisenbuechler; Joe Huberty, architect; Walter Haderler, Gilbane; Carl Anderson, Gilbane; Rod Wright, Unicom-ARC; Mark Steadman, Stan's Office Technologies

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; Cynthia Lopuszynski, Head of Adult Services; Pamela Miller, Head of Circulation Services; Penny Ramirez, Head of Technical and Automation Services; Holly Eberle, Mary Robinson, Kim Damitz, Christine Ticknor

Public Comment: Mark Steadman introduced himself and made a pitch for his company to be awarded the copier contract.

Board Development: The Board heard statistics and presentations about the 2016 Summer Reading Program from Cynthia Lopuszynski, Christine Ticknor, and Kim Damitz.

Reading and approval of minutes: It was moved by Don Peters and seconded by Chuck Ebann to approve the minutes of the Regular Meeting of May 18, 2016.

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

Consent Agenda: Included in the Consent Agenda were several communication items and the CLPL Public Relations and Development report ending June 16, 2016. It was moved by Chuck Ebann and seconded by Don Peters to approve the consent agenda.

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

At the request of Alice Fellers, the Statistical Report for May 2016 was removed from the Consent Agenda and discussed.

Committee and Board Member reports:

Building Committee: The minutes from the May 24 and June 15, 2016 meetings were in the packet.

Planning/Public Relations Committees: The minutes from the June 1, 2016 joint meeting were in the packet.

Facilities Committee: The minutes from the June 2, 2016 meeting were in the packet.

Approval of Financial Reports: It was moved by Chuck Ebann and seconded by Don Peters to approve the Financial Report for FY 15/16 as of May 31, 2016.

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 16/17 as of May 31, 2016.

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

Approval of Disbursements: It was moved by John Engebretson and seconded by Chuck Ebann to approve the disbursements in the total amount of \$496,095.54 as follows:

	<u>FY 15/16</u>	<u>FY 16/17</u>	<u>Total</u>
Operating Fund	54,007.12	352,197.18	406,204.30
IMRF/FICA Funds	8,921.11	46,912.82	55,833.93
Construction & Repair	0.00	2,321.94	2,321.94
Gift & Memorial Funds	0.00	3,002.43	3,002.43
Special Reserve Fund	0.00	28,732.94	28,732.94
Per Capita Funds	0.00	0.00	0.00
Grand Total:	62,928.23	433,167.31	496,095.54

Roll Call:

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

Nay: none

Absent: none

Motion Passed.

Board Action:

A) Future Facility

1. Facilitating Team Report – Lori Keller & BJ Reisenbuechler: Lori and BJ, along with others from the Facilitating Team, gave an overview of the Community Engagement process and presented the recommendation of the Team to replace the Library building.
2. Building Committee recommendation: The Committee recommends to the Library Board that a new Library of approximately 75,000 square feet be constructed at the current location with a referendum amount of \$29.9 million. Discussion ensued regarding the amount of money and its basis; it was revised to \$30.1 million.
3. Wording of Library Board's recommendation – consensus: The Board discussed and agreed on wording for the advisory referendum.

B) Insurance package – renewal for 16/17: **It was moved by Chuck Ebann and seconded by John Engebretson to approve the insurance package renewal for FY 16/17 effective July 8, 2016 through Lamb, Little & Co.**

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

C) Nonresident fee – annual review: **It was moved by Don Peters and seconded by Chuck Ebann to opt IN on selling Nonresident Cards using the tax bill method for the period 7/1/16-6/30/17.**

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

D) Prevailing wage – annual Ordinance: **It was moved by Chuck Ebann and seconded by Don Peters to adopt the June 2016 Prevailing Wage Resolution No. 1617-2 with attached July 2015 Illinois Department of Labor Prevailing Wage Rate determination.**

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

E) Annual Reports

1. Illinois Public Library Annual Report – review & authorization to submit: **It was moved by Chuck Ebann and seconded by Ron Eberle that this Illinois Public Library Annual Report (IPLAR) is being filed in accordance with 75 ILCS 5/4-10, the FY 15/16 IPLAR is essential and correct, the Library Director, Board President, and Board Secretary are authorized to execute the document, and the Library Director is authorized to submit the FY 15/16 IPLAR to the Illinois State Library.**

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

2. CLPL Annual Statistics: **It was moved by John Engebretson and seconded by Don Peters to approve CLPL's compiled Statistics for FY 15/16.**

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

F) Nominating Committee for FY 16/17 officers: The Board President appointed John Engebretson and Don Peters to the Nominating Committee.

Board Discussion: Ron Eberle pointed out the article in The Voice about the Ithaca Public Library's LEGO fundraiser. Linda Price-Natter reminded Board members to let her know if they wanted to walk with the Library in the Independence Day Parade. Terri Reece shared with the Board that Library Director Kathryn I. Martens received the Crystal Lake Chamber of Commerce's 2016 Athena Award.

Adjournment:

It was moved by Chuck Ebann and seconded by Don Peters to adjourn.

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

Time: 8:53 pm

Chuck Ebann, Secretary

CRYSTAL LAKE PUBLIC LIBRARY RESOLUTION NO. 1617-2

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 the Department’s most recent determination on July 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 July 2015 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 22nd day of June 2016.

President
Board of Library Trustees of the City of Crystal Lake

ATTEST:

Secretary
Board of Library Trustees of the City of Crystal Lake