

Dundee Township Public Library District  
Board of Trustees Meeting

Monday, November 8, 2010  
7:00 p.m.

Dundee Township Public Library Meeting Room  
555 Barrington Avenue  
East Dundee, IL 60118

President Lenore McDonald called the meeting to order at 7:02 p.m.

**ROLL CALL**

Secretary Bill Stephens took roll. The following trustees were present: McDonald, Marge Skold, Fred Lechuga, Norm Raven, and Stephens. Liz Gade and Joe Molinaro were absent. Library Director, Roxane Bennett, also was present. Audience attendance included Jeanne Etling, Ginger Boskelly, Sherry Dobson and Lorraine Karnatz.

**APPROVAL OF AGENDA**

Agenda accepted as presented.

**PUBLIC COMMENT**

Lorraine Karnatz, Vice President of the Friends of the Library, reported that the Friends had its Fall Book Sale and has presented several programs including the Lyric Opera Lecture Series and Fall Vintage Flavors. The most recent program was a talk by Frank Kagikawa, which had 49 in attendance. Kagikawa donated two videos to the library. The Friends also recently sponsored a book recycling event during which 4,000 lbs of books were received. The Daily Herald covered the event with a picture in the newspaper.

**RESOLUTION 10-13 HONORING SHERRY DOBSON**

Sherry Dobson was presented with a plaque and Resolution 10-13 honoring her service to the library was approved by unanimous consent and read into the record as follows:

**Whereas**, Sherry Dobson ably served as Trustee of the Dundee Township Public Library District from May, 2009 through September, 2010; and

**Whereas**, Sherry Dobson served as NSLS Representative; and

**Whereas**, Sherry Dobson played a pivotal role in setting the long-range plans for the Library District including promotion of a west side facility; and the selection of a new Library Director; and

**Whereas**, Sherry Dobson was instrumental in planning for and implementing major improvements to the Library, such as a new print/scan and staff copier solution, and repair and finance of the exterior building; and

**Therefore, be it resolved** that in recognition of Sherry's service to the Dundee Township Public Library District, the Board of Trustees, on behalf of the residents, staff and themselves, present to Sherry this plaque; and

**Be it further resolved** that on this, the eighth day of November, Two Thousand and Ten, this resolution be presented to her and that its contents be spread upon the minutes of this organization.

#### **CONSENT AGENDA**

- A. Approve Minutes from the October 14, 2010 Board of Trustees Meeting
- B. Approve Minutes from the September 13, 2010 Budget and Appropriations Hearing
- C. Approve Financial Report and Payment of Bills for October 2010: Total disbursements for the month were \$193,852.06.

**Motion:** Skold moved to approve the consent agenda. Raven seconded. The motion carried on a roll call vote: 5 ayes, 2 absent.

#### **UNFINISHED BUSINESS**

##### **BUILDING REPAIR - DISCUSSION OF HVAC STUDY RECOMMENDATIONS AND REVISION OF SCOPE FOR SCREEN WALL REPAIR**

Bennett set up a conference call with Ajay Jain from SEC, Roger Wheat and Gerald Kneeland from HRGreen. The HVAC Study back-up documentation was reviewed by Skold, Bennett, and Wheat. Kneeland clarified that the cost estimates in the Envelope Study are for a new screen wall covering the existing brick, not the exposed concrete of the lower level. Cost/benefit of extending the screen wall and insulation down to grade or to the frost line was discussed along with the impact of these changes on HVAC design specifications and project timeline. The study of the Township space is scheduled to be presented to the Township Board on November 18, 2010. There appear to be additional code compliance issues that will need to be addressed. Bennett suggested holding a Building Committee Meeting after the Township study is available so that the trustees can consider all of the issues at once.

**Motion:** Skold moved to table action on the HVAC study recommendation as well as the SEC contract addendum. Raven seconded and the motion carried on a roll call vote of 5 ayes, 2 absent.

##### **ACTION – APPROVE ORDINANCE LEVYING TAXES FOR LIBRARY PURPOSES FOR FY 2010/2011 (10-14)**

Motion: Skold moved to approve Ordinance 10-14 Tax Levy for Library Purposes for FY 2010/2011. Stephens seconded. The motion carried with 5 ayes, 2 absent.

#### **NEW BUSINESS**

##### **REVIEW DRAFT ORDINANCE TO DETERMINE LIBRARY CLOSING DATES FOR CALENDAR YEAR 2011**

A draft ordinance was presented and discussed for adoption in December.

##### **REVIEW DRAFT ORDINANCE TO SET REGULAR LIBRARY BOARD MEETING DATES FOR CALENDAR YEAR 2011**

A draft ordinance was presented and discussed for adoption in December.

### **PRESIDENT'S REPORT**

McDonald extended congratulations to Roxane on 1 year at Dundee Library. Trustees were reminded to bring a sweet or savory treat to share with staff after the December 13 meeting.

**DIRECTOR'S REPORT** – ILL delivery is now funded through June, 2011 for NSLS. The System merger process is moving forward. ILA is putting together a proposal to present to Jesse White urging a statewide RFP for delivery. This will make delivery a statewide contract rather than under the auspices of the two new Systems. We've budgeted \$30,000 that will not need to be spent. The implementation of outsourced payroll processing is complete and set-up of the time-keeping software is in process.

### **BOARD DEVELOPMENT**

None

### **ADJOURN TO EXEC SESSION**


Skold moved to adjourn to Executive Session to discuss legal updates 5 ILCS 120/2(c)(11) and lease of real property 5ILCS 120/2(c)(5). Raven seconded and the motion carried 5 ayes, 2 absent. The meeting moved to Executive Session at 8:20 p.m. McDonald called the meeting back to order at 8:55 p.m.

### **QUESTIONS & ANSWERS**

Special Meeting scheduled to address Building Issues:  
Committee of the Whole – Dec 6<sup>th</sup> at 7 pm

### **ADJOURNMENT**

Raven moved and Skold seconded to adjourn the meeting. Following a unanimous roll call vote, the meeting adjourned at 8:55 p.m.

  
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William J. Stephens  
Board Secretary