

**Warren-Newport Public Library District
Lake County, Illinois
Board of Trustees**

Susan K. Niemi, President
Thomas J. Colwell, Vice-President
Steven J. Weinberg, Treasurer
Nancy E. Sheldon, Secretary

Ronald J. Friedman
Nancy Jackson
Laurie Styracula

**Public Hearing and Regular Meeting
January 19, 2009**

Call to Order

President Niemi called the meeting to order at 7:01 p.m.

Trustees present: Colwell, Friedman, Niemi, Styracula, and Weinberg.

Trustees absent: Jackson, and Sheldon.

Also present: Director Stephen Bero, Recording Secretary Mary Thacker, WNPL staff members Carol Brandon, Seema Gandhi, Kevin Getty, Jan Marsh, Nancy Matson, Paula Pena, and Noreen Reese; Don McKay of Nagle Hartray Architects; Steve Bruszer and Jim Dyer of Berglund Construction; and resident Patricia Greedan.

Pledge of Allegiance

President Niemi led those present in the Pledge of Allegiance.

Trustee Jackson entered the meeting at 7:02 p.m.

Public Hearing concerning the intent to issue General Obligation Bonds (Alternative Revenue Source) in an amount not to exceed \$8.2 million.

President Niemi announced that all persons desiring to be heard would have an opportunity to present written or oral testimony on this subject. President Niemi explained that the proposed issuance of the \$8.2 million in bonds is to finance the cost of building and equipping an addition to and repairing, remodeling, improving and equipping the Library Building and improving the site.

There were no comments from the Trustees, and no written testimony had been received.

Oral testimony was provided by district resident Patricia Greedan, who stated she has been following the course of action with regard to the building program and, while she recognizes the true need for the building program, she questioned the decision to move forward in these economic times. She also questioned whether patron services or material acquisition would be affected by the payment of the debt service out of the library's operating funds. President Niemi explained that the board does not intend that either services or materials will be affected by this payment. Resident Greedan stated that if the library has excess funds in that amount, she questions how funds are currently being spent.

There being no further comments or testimony, President Niemi declared that all persons desiring to be heard have been given an opportunity to present oral and written testimony with respect to the proposed issuance of the Bonds, and asked for a motion to adjourn the hearing.

Trustee Colwell moved and Trustee Weinberg seconded the motion that the Hearing be finally adjourned. The motion carried on a roll call vote as follows:
Ayes: Colwell, Friedman, Jackson, Niemi, Styrcula, and Weinberg
Nays: None
Absent: Sheldon

The hearing was adjourned at 7:07 p.m., and the regular meeting of the Board continued.

Approval of Consent Agenda for:

- a) Secretary's Report: Approval of minutes as received or corrected:
 - i. Regular meeting of December 15, 2009, as received.
 - ii. Executive session of December 15, 2009, as received, to remain closed.
 - iii. Executive session of November 17, 2009 as corrected, to remain closed.
- b) Acceptance of Financial Statements for December 2009.
- c) Acceptance of the Director's Report for January 2010.
- d) Acceptance of the Patron Suggestions for December 2009.
- e) Approval of developer donation agreements (if any).

With the removal of Items (a)iii and (e) from the Consent Agenda, Trustee Colwell moved and Trustee Weinberg seconded a motion to approve the Consent Agenda. The motion carried on a roll-call vote as follows:
Ayes: Colwell, Friedman, Jackson, Niemi, Styrcula, and Weinberg
Nays: None
Absent: Sheldon

Items removed from the consent agenda

President Niemi requested that Item (a)iii from the Consent Agenda be moved to the February Board meeting.

President's Report

President Niemi reported that she attended the meetings of the Policy, Building and Grounds, and Finance Committees this past month.

Reports of Other Trustees

Trustee Styracula reported that NSLS did not hold a meeting in December; however, she is planning to attend the February meeting.

Correspondence, Communications, and public comments.

a. Written:

i. Letter of appreciation to Swarztrauber, Inc.

Director Bero prepared, and President Niemi signed, a letter of appreciation to Swarztrauber, Inc., for their service to the library district over the past five years.

ii. Memoranda from attorney Roger Ritzman.

There was no correspondence from our attorney.

b. Recognition of visitors and public comments

There were no public comments, and no visitors were recognized.

Treasurer's Report

Trustee Weinberg moved and Trustee Jackson seconded a motion that the bills payable for January 2010 and payroll for December 2009 be approved for payment. The motion carried on a roll-call vote as follows:

Ayes: Colwell, Friedman, Jackson, Niemi, Styracula, and Weinberg

Nays: None

Absent: Sheldon

Reports of Standing Committees

Policy Meeting of January 11, 2010

President Niemi gave an oral update of the Committee report, and stated that the revised FOIA policy would be discussed further later in the meeting.

Building & Grounds Meeting of January 14, 2010

Trustee Styrcula gave an oral update of the Committee report.

Finance Meeting of January 14, 2010

Trustee Weinberg gave an oral update of the Committee report.

Personnel Committee – No meeting in January 2010

Trustee Development Meeting of January 18, 2010

Trustee Friedman summarized the Committee report. President Niemi stated the Board retreat would be addressed later in this meeting. It was suggested that we begin to profile two Trustees per issue of our district's newsletter. President Niemi and Vice President Colwell will be the first two Trustees featured.

Staff Recognition Luncheon

Trustee Friedman reported that everything was ordered and arranged. Trustees will provide desserts. Invitations will be sent to staff.

Progress Report on the long-range plan

Director Bero reported that the building program was progressing. With regard to fund-raising, we have contracted with ILSDO (Illinois Library System Directors Organization) to provide a "pass-through" agency for those corporations requiring donations be made to a 501(c)(3). There is no charge to the district for this pass-through service.

Unfinished Business

Semi-annual review of minutes of closed sessions.

President Niemi reported that she and Trustee Sheldon had reviewed the subject minutes, and recommended that the minutes of all of the Executive Sessions remain closed. Trustee Colwell so moved and Trustee Styrcula seconded the motion. The motion passed on a voice vote.

New Business

a. Update on Building Project

Don McKay of Nagle Hartray Architects provided new elevation drawings as well as an updated proposed floor plan. Discussion of colors and materials followed. Director Bero will be passing along this information to the staff and soliciting comments. It was also discussed and the Board was canvassed regarding holding an informational meeting for the public. As the upcoming issue of Inside Angle already has a sidebar on the cover regarding a building

update, a date will be picked for the public meeting prior to publication to maximize awareness. It was also decided that the next Building Grounds Committee (tentatively set for Thursday, February 4, 2010) will be a Committee of the Whole to further discuss the building elevation and materials.

Steve Bruszer of Berglund Construction provided the first draft of the phasing schedule, emphasizing that input from the staff is critical for planning purposes.

b. Ordinance 2009/2010-7: Annual Abatement of Tax for debt service

Following discussion, Trustee Friedman moved and Trustee Colwell seconded a motion that the Board adopt Ordinance 2009/2010-7: Annual Abatement of Tax for debt service. The motion carried on a roll-call vote as follows:

Ayes: Colwell, Friedman, Jackson, Niemi, Styracula, and Weinberg

Nays: None

Absent: Sheldon

c. Engagement Letter from bond counsel Chapman and Cutler

Following discussion, Trustee Colwell moved and Trustee Weinberg seconded a motion that the Board approve the engagement of the firm of Chapman and Cutler, LLP, as bond counsel for the issuance of General Obligation Bonds (Alternative Revenue Source), Series 2010. The motion carried on a roll-call vote as follows:

Ayes: Colwell, Friedman, Jackson, Niemi, Styracula, and Weinberg

Nays: None

Absent: Sheldon

d. Policy Work: Amended Policy 4030, Illinois Freedom of Information Act, first reading

Trustee Colwell moved and Trustee Jackson seconded a motion that Policy 4030, Illinois Freedom of Information Act, as amended, be adopted. The motion carried on a roll-call vote as follows:

Ayes: Colwell, Friedman, Jackson, Niemi, Styracula, and Weinberg

Nays: None

Absent: Sheldon

e. Board Retreat 2010

Trustee Friedman gave an overview of the Board retreat – two separate meetings in late April/early May. The focus of the retreat will be Emerging Technology in libraries. One meeting will be a half-day, with perhaps an ILA technology expert, Kevin Getty, and/or Amanda Margis as speakers. The second meeting will be a ¾ day with lunch, touring new libraries (Gail Borden in Elgin, Cook Memorial in Libertyville, and perhaps a third library). President

Niemi requested this item go back to the Trustee Development Committee to firm up what both meetings will entail.

Public Forum

Assistant Director Reese mentioned the relative urgency of notifying groups which regularly use our meeting rooms of when the rooms will not be available. In follow-up to the discussion regarding new technology, Jan Marsh mentioned a “Technology Workshop” program being offered by the library on Marsh 15th; however, this will be addressing current technology, not emerging technology.

Executive Session

Trustee Styracula moved and Trustee Colwell seconded a motion for the board to move into executive session to consider the purchase or lease of real property, and to invite Director Bero to attend the Executive Session. The motion carried on a roll-call vote as follows:

Ayes: Colwell, Friedman, Jackson, Niemi, Styracula, and Weinberg

Nays: None

Absent: Sheldon

The board adjourned to executive session at 8:49 p.m.

Reconvene in Open Session

The board reconvened in open session at 9:08 p.m.

Announcements

a. By the chair:

i. Communications to the public

ii. Upcoming calendar

1. Next regular Board meeting: February 16, 2010, 7:00 p.m.
Trustee Weinberg may not be in attendance.

2. Next Committee meetings:

a. Finance – February 11, 2010, 8:00 p.m.

b. Personnel – to be determined.

c. Policy – February 1, 2010, 7:00 p.m.

- d. Building and Grounds – February 4, 2010, 7:00 p.m.
This meeting will be a Committee of the Whole.
- e. Trustee Development – February 8, 2010, 7:00 p.m.

3. Other dates:

- a. NSLS Legislative Breakfast, Arboretum Club, Buffalo Grove – February 15, 2010, 8:30 – 10:30 a.m.
President Niemi requested that Trustees please let Director Bero know as soon as possible if they wish to attend, as space is limited and reservations must be paid in advance (\$15 per person).
- b. Staff Appreciation Luncheon – January 28, 2010,
11:00 a.m. – 1:30 p.m.

b. By other trustees or the director

Trustee Friedman requested that the Board Roster be updated. Each Trustee was asked to review their information before leaving the meeting.

Adjournment

Trustee Colwell moved and Trustee Jackson seconded the motion to adjourn the regular meeting. The motion carried on a voice vote.

President Niemi adjourned the meeting at 9:14 p.m.

Respectfully submitted,

Thomas Colwell
Acting Secretary

Mary Ann Thacker
Recording Secretary