

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

Susan K. Niemi, President	Ronald J. Friedman
Thomas J. Colwell, Vice-President	Nancy Jackson
Steven J. Weinberg, Treasurer	Laurie Styracula
Nancy E. Sheldon, Secretary	

**Regular Meeting  
April 18, 2011**

**Call to Order**

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

Trustees present: Friedman, Niemi, Sheldon, and Styracula.

Trustees absent: Colwell, Jackson, and Weinberg.

Also present: Director Stephen Bero, Recording Secretary Mary Thacker, WNPLD staff members Noreen Reese and Doug Wideburg; WNPLD Trustees-elect Jo Beckwith, Mary Ann Bretzlauf, and Bob Diehl; district resident Patricia Greedan; Don McKay of Nagle Hartray; Steve Bruszer and Anthony Rosignolo of Berglund Construction; and Bob Susnjara of the *Daily Herald*.

**Pledge of Allegiance**

President Niemi led those present in the Pledge of Allegiance.

**Approval of Consent Agenda for:**

- a) Secretary's Report: Approval of minutes as received or corrected:
  - i. Regular meeting of March 15, 2011.
  - ii. Executive Session of March 15, 2011, to remain closed to the public.
- b) Acceptance of Financial Statements for March 2011.
- c) Acceptance of the Director's Report for April 2011.
- d) Acceptance of the Patron Suggestions for March 2011.
- e) Approval of Amendment to Developer Contribution Agreement between WNPLD and Hunt Club Development, LLC, dated March 20, 2011.

Trustee Sheldon removed item (e) from the Consent Agenda. Trustee Sheldon then moved and Trustee Friedman seconded a motion to approve items (a)

through (d) of the Consent Agenda with item (a)ii. remaining closed. The motion carried on a roll-call vote as follows:

Ayes: Friedman, Niemi, Sheldon, and Styrcula

Absent: Colwell, Jackson, and Weinberg

### **Items removed from the consent agenda**

Following discussion, Trustee Styrcula moved and Trustee Friedman seconded a motion to approve the First Amendment to Developer Contribution Agreement between WNPLD and Hunt Club Development, LLC. The motion carried on a roll-call vote as follows:

Ayes: Friedman, Niemi, Sheldon, and Styrcula

Absent: Colwell, Jackson, and Weinberg

### **President's Report**

President Niemi reported on her attendance, along with Trustee Styrcula and Director Bero, at the grand opening of the Fountaindale Public Library in Bolingbrook, Illinois, on March 25, 2011. All agreed that this three-story building was beautiful. The artwork, selected by committee, flowed seamlessly through the building. Of particular interest was the use of rubber flooring versus carpet.

### **Reports of Other Trustees**

#### **a. Grand Opening of the Fountaindale Public Library, March 25, 2011**

Trustee Styrcula commented that this building was magnificent and the staff was very proud of their library. Consideration of rubber flooring for our construction project is addressed in the Building and Grounds committee meeting report, and will be discussed later in this evening.

#### **b. LACONI Annual Trustee Banquet, Friday, April 13, 2011, Cantigny**

Director Bero was the sole WNPLD attendee at this event and his report would be in next month's Director's Report.

### **Correspondence, Communications, and Public Comments**

#### **a. Written:**

##### **i. Memoranda from attorney Roger Ritzman – None**

##### **ii. Other – Newspaper articles and in-house posters**

➤ Copy of a *News-Sun* article highlighting the bookmobile's return to the "road".

➤ Our poster of activities at WNPL on Library Snapshot Day, along with the corresponding *News-Sun* article featuring WNPL.

➤ Our poster of activities during March and April 2011 at WNPL.

**b. Recognition of visitors and public comments**

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

**Treasurer's Report**

Trustee Friedman moved and Trustee Styracula seconded a motion that the bills payable for April 02011 and payrolls for March 2011 be approved for payment. The motion carried on a roll-call vote as follows:

Ayes: Friedman, Niemi, Sheldon, and Styracula

Absent: Colwell, Jackson, and Weinberg

Trustee Friedman moved and Trustee Styracula seconded a motion that the application for payment #5 by Berglund Construction Company, Invoice #51037 in the amount of \$603,413.58 (six hundred three thousand four hundred thirteen and 58/100 dollars) be approved for construction through March 31, 2011. Trustee Styracula provided background, reporting that all invoices were reviewed, and all questions answered by representatives from Berglund Construction. The Building and Grounds Committee is recommending approval of this application for payment. The motion carried on a roll-call vote as follows:

Ayes: Friedman, Niemi, Sheldon, and Styracula

Absent: Colwell, Jackson, and Weinberg

**Reports of Standing Committees**

**Policy Meeting of April 4, 2011**

Trustee Sheldon provided an oral update of the Policy Committee meeting, noting that new Policy 1007 would be discussed later in the evening. Trustee Sheldon stated that there were no plans for the Policy Committee to meet again prior to the next Board meeting, when the new Board will be seated and committees assigned.

**Building & Grounds Meeting of April 14, 2011**

Trustee Styracula provided a short summary of the committee report, noting that many of the items are slated for discussion under New Business on the agenda.

**Finance Meeting of April 14, 2011.**

Trustee Friedman provided an oral update.

**Personnel Committee – no meeting.**

## **Trustee Development Meeting of April 11, 2011**

Trustee Friedman provided an oral update, noting the correction of “April” in the second bullet point to “May”, and changing the “4” to a “checkmark” in the “Reporting/Recommending” section of the report.

## **Progress Report on the long-range plan – Fundraising update**

Director Bero provided a written update of fundraising activities. Donations through 3/31/11 are \$9,750.

## **New Business**

### ***a. Building Project***

#### **i. Project Update**

Anthony Rosignolo of Berglund Construction provided an update of the construction project, noting that everything is on schedule.

Director Bero thanked Noreen Reese for shepherding the Children’s and Programming staff through their move, noting that she ensured that they had everything they needed.

#### **ii. Additions to Project**

##### **1. Alternate #2: Replacement of lighting in east wing**

Following discussion, Trustee Friedman moved and Trustee Styrcula seconded a motion that the Board accept Alternate #2, Replacement of Open Stack Lighting, in the amount of \$214,366.13 (two hundred fourteen thousand three hundred sixty-six and 13/100 dollars). The motion carried on a roll-call vote as follows:

Ayes: Friedman, Niemi, and Styrcula

Nays: Sheldon

Absent: Colwell, Jackson, and Weinberg

##### **2. Replacement of carpet in front lobby with rubber flooring**

The Board discussed replacing the front lobby carpet with rubber flooring based on their very favorable impression of its use at the Fountaindale Library. However, Steve Bruszer of Berglund reported that the carpet installer is not willing to take the carpet back, even with a restocking fee. The Board may consider the use of rubber flooring when the carpet will need to be replaced (10 to 15 years from now).

**iii. Closing of library May 16-20 for the start of Phase II of construction**

Trustee Friedman moved and Trustee Styracula seconded a motion that the library be closed for business to the public Monday, May 16, 2011, through Friday, May 20, 2011, for the start of Phase II of construction. Trustee Styracula expressed concern over the library being closed just prior to the local high school's final exams and was advised that those exams are scheduled for the week of May 23<sup>rd</sup>. The motion carried on a roll-call vote as follows:

Ayes: Friedman, Niemi, Sheldon, and Styracula

Absent: Colwell, Jackson, and Weinberg

**iv. Approval of Owner Change Order OCO #3 in the amount of \$60,791.02**

Following a detailed explanation by Director Bero and Steve Bruszer of Berglund regarding the voice/data and paging systems, Trustee Styracula moved and Trustee Friedman seconded a motion to approve Owner Change Order #3 in the amount of \$60,791.02 (sixty thousand seven hundred one and 02/100 dollars). The motion carried on a roll-call vote as follows:

Ayes: Friedman, Niemi, Sheldon, and Styracula

Absent: Colwell, Jackson, and Weinberg

**b. Rescheduling regular Board meeting in May because of closing to the public**

Following discussion, the Board decided that the regular Board meeting in May will remain as scheduled on Tuesday, May 17, 2011.

**c. Celebrating milestones in the building project: Rededication of the Storytime Room**

Following discussion regarding the celebration of all types of milestones in our building project, it was suggested by the Board that Director Bero and the staff proceed with plans and dates and inform the Board when schedules are set.

**d. New Policy 1007, E-mail Communication Among the Board, first reading.**

Following discussion, Trustee Friedman moved and Trustee Sheldon seconded a motion that Policy 1007, E-mail Communication Among the Board, be approved as presented. The motion carried on a roll-call vote as follows:

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

***e. Discussion on election of new board officers at May meeting***

The Board discussed the nomination process and election of new Board officers at the May 17, 2011, meeting. Director Bero will be checking with our attorney, Roger Ritzman, to clarify Section 2.04 of our By-Laws.

***f. Board self-evaluation***

Trustee Friedman reviewed the responses received for the Board self-evaluation.

**Public Forum**

Trustee-elect Bob Diehl asked for clarification of the voice/data cabling, the replacement of east side lighting, and whether the contractors or WNPLD reap the financial benefit of recycling of metal/copper from the building project. Trustee Styracula volunteered to have the Building and Grounds committee double-check the recycling question.

**Announcements**

- a. By the chair:
  - i. Communications to the public – None.
  - ii. Upcoming calendar
    - 1. Next regular Board meeting: Tuesday, May 17, 2011, 7:00 p.m.
    - 2. Next Committee meetings:
      - a. Finance – Thursday, May 12, 2011, 8:00 p.m.
      - b. Personnel – no meeting
      - c. Policy – no meeting
      - d. Building and Grounds – Tuesday, May 10, 2011, 7:00 p.m.
      - e. Trustee Development – Tuesday, May 10, 2011, 6:00 p.m.
    - 3. Other dates:
      - a. Lake County Bar Association Local Government Presentation, April 29, 2011, Waukegan City Hall.

- b. New Public Library Trustee Orientation, all-day Saturday workshop presented by Sarah Long, coordinator, Continuing Professional Education, Graduate School of Library and Information Science, Dominican University.

Director Bero updated the Board: There will be one class offered on June 18<sup>th</sup> at Dominican University in River Forest, and two classes, one in Grayslake and one in DuPage, offered in July, the date TBD. Sarah has described the orientation as being beneficial for the President and Director to attend together, along with all other trustees. The morning session will concentrate on cooperation and teamwork. Following a box lunch, the afternoon will begin with an attorney presentation on Illinois library law followed by a panel discussion by board presidents and directors who have worked together for some time and their resulting challenges and triumphs.

The cost for one participant will be \$125; if two or more attend, the cost will be \$100 each.

- b. By other trustees or the director – None.

### **Adjournment**

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

President Niemi adjourned the meeting at 9:13 p.m.

Respectfully submitted,

Nancy E. Sheldon  
Secretary

Mary Ann Thacker  
Recording Secretary