

PLAINFIELD PUBLIC LIBRARY DISTRICT  
MINUTES OF BOARD MEETING  
FEBRUARY 17, 2016

**CALL TO ORDER, PLEDGE, ROLL CALL:** The meeting of February 17, 2016, was called to order at 6:31 p.m. in the Library's Small Meeting Room at 15025 S. Illinois Street. The Pledge of Allegiance was recited. Roll call was conducted. Regular members present: Gilmore, Miller, Knight, Kinley, Puetz, Andel and Schmidt. Regular members absent: None. Staff present: Milavec, Pappas, Maxwell and Quinlan; Michelle Petersen and Judi Deszcz (both left at 6:37 p.m.). Guests present: Patron Vicky Polito, Karen Rebuehr (left at 7:50 p.m.); Eric Penney of Nagle Hartray; Graham Harwood of CCS International; Presenters: Susan Wade and Anna Juarez of First Midwest Bank (left at 7:16 p.m.); Greg Schaefer and Kristin Nendza of First Community Bank of Plainfield (left at 7:32 p.m.) and Andrea Justin of Old Plank Trail Bank (left at 7:40 p.m.).

**SPECIAL RECOGNITION:** The board thanked Judi Deszcz for 10 years of dedicated service to the library.

**PUBLIC COMMENT:** There was no public comment. Trustees commented on attendance at various legislative and community events and meetings including the Trustee Forum.

**CONSENT AGENDA:** President Gilmore accepted by acclamation the minutes of the January 20, 2016, regular and executive board meetings.

Kinley moved approval of Bills Paid and Bills Payable for January in the amount of \$310,970.25 as follows: Payroll \$129,968.01, General Library Bills 142,868.41, IMRF \$34,686.61, VALIC (Deferred Compensation) \$3,339.22, Petty Cash \$51.00, Flexible Spending Plan \$57.00 and Special Reserve Fund \$ .00. Puetz seconded the motion. All voted yes via roll call vote; motion carried.

**COMMITTEE REPORTS:** A finance committee meeting is set for February 24<sup>th</sup> at 6:30 p.m.

**LIBRARY DIRECTOR'S REPORT:** The Library Director's report was reviewed. It was noted that since Illinois Funds waited until the last minute to no longer accept tax deposits, there was no time for a formal RFP. Milavec reviewed upcoming Trustee event opportunities.

Pappas confirmed new reader software has been secured. Milavec indicated the financial informational gathering problems noted in Roubal's report have been addressed.

## **ACTION ITEMS**

### **A. Unfinished Business**

**Building and Expansion Planning:** Milavec pointed out that the disabled veteran, who had voiced a concern about ADA accessibility, was pleased to see a plan that addressed accessibility as a key element. Penney explained the non-existence of any safety issue regarding building glass. He also noted that a shower was a common element used in most public buildings today to encourage walking or riding a bike to work. It is important to note that all elements regarding the building are subject to change as we still haven't gone through the design concept. Milavec pointed out that staff will be very instrumental in the building plan as we will still have to shrink our plan down further to fit. The goal is to design a building using a 20 year horizon with open floor plans and space adaptable to change.

### **B. New Business**

First Midwest Bank, First Community Bank and Old Plank Trail bank made presentations regarding collateralization of funds to handle tax deposits. First Midwest suggested using Bank of New York as a 3<sup>rd</sup> party collateral pledge. First Community presented two options: 1) collateralize through the Federal Home Loan Bank issuing a letter of credit or 2) FDIC insured

through network. Old Plank Bank insures through a group of charter banks. Milavec reported that Heartland Bank handles it much the same way as the others. All are FDIC insured, have no fees and offer varying rates of interest, although over the course of a year the difference is minuscule. Milavec would like to obtain our auditors opinion before making any change.

Kinley moved to give Milavec the authority to make the change to a new account to handle property tax direct deposits after it is discussed at the Finance committee meeting on February 24th. Miller seconded the motion. All voted yes; motion carried.

Miller moved to approve Ordinance 2016-1 as presented entitled Ordinance Approving Plans for Property Purchase and the Finance Plan for Said Property Purchase. Knight seconded the motion. All voted yes via roll call vote; motion carried.

Kinley moved to approve policy updates to Section 1 - Library Services Policy as presented. Andel seconded the motion. All voted yes via roll call vote; motion carried.

**ADJOURNMENT:** Miller moved to adjourn; Andel seconded the motion. All voted yes; motion carried. The meeting adjourned at 7:53 p.m.

Respectfully submitted,

Debbie Maxwell  
Recording Secretary

Respectfully submitted,

Vicki Knight  
Board Secretary