

PLAINFIELD PUBLIC LIBRARY DISTRICT
MINUTES OF BOARD MEETING
OCTOBER 19, 2016

CALL TO ORDER, ROLL CALL: The meeting of October 19, 2016, was called to order at 6:30p.m. in the Library's Small Meeting Room at 15025 S. Illinois Street. Roll call was conducted. Present: Gilmore, Miller, Kinley, Puetz, Knight, Schmidt and Andel (arrived at 6:31 p.m.). Absent: None. Staff present: Pappas, Maxwell. Guests present: Graham Harwood of CCS International (left at 8:55 p.m.), Don McKay of Nagle Hartray (left at 8:55 p.m.); Tania Hess, David Hess, Josephina Ruiz and Bonnie Twohig (all four arrived at 6:38 p.m. and left at 6:45 p.m.); Steve Larson of Ehlers & Associates (arrived at 6:47 p.m. and left at 8:20 p.m.).

SPECIAL RECOGNITION: Josephina Ruiz was recognized as our first ESL student who earned her GED through Joliet Jr. College. Her tutor, Bonnie Twohig, was also recognized for all of her assistance.

PUBLIC COMMENT: None

Trustee Attendance at Community Events: Although the weather was dismal, many of the trustees participated in the Homecoming Parade. Miller and Kinley attended the Workforce Mobile Unit ribbon cutting earlier today. Miller also attended on our behalf the 2016 Grant Awards Reception for The Community Foundation of Will County. Puetz reported on his attendance at the Village Plan Commission meeting.

CONSENT AGENDA: Gilmore accepted the September 21, 2016, Budget & Appropriations public hearing, September 21, 2016, regular board meeting and September 21, 2016 executive session meeting minutes as presented.

Miller moved for approval of Bills for September in the amount of \$274,558.48 as follows: Payroll \$93,056.00, General Library Bills \$134,368.78, IMRF \$45,059.75, VALIC (Deferred Compensation) \$1,469.21 and Flexible Spending Plan \$604.34. Schmidt seconded the motion. All voted yes via roll call vote; motion carried.

COMMITTEE REPORTS: None

LIBRARY DIRECTOR'S REPORT: Pappas reported staff will be interviewing two prospective candidates for the Accountant position. Two other staff are leaving, one due to a family move and the other has accepted full time employment at White Oak. Replacements will not be made due to the budget freeze with adjustments being made internally. Pappas will be attending a meeting tomorrow on the existing TIFF district.

ACTION ITEMS

A. Unfinished Business

Building and Expansion Planning -

- 1. Ehlers Financial Presentation -** Steve Larson of Ehlers and Associates presented an updated report including base case, expansion scenarios, EAV and cost breakdowns which try to project operating dollars over time. Numbers are similar to before, but a little higher. Larson is still reviewing the Joliet/Plainfield agreement to make sure he understands and applies it correctly. The figures presented give us a better perspective of what this all means. Larson will be back in November with more information. Items noted tonight were:
 - o Figures are assuming inflation stays low.
 - o Conservative 2% expense increase was used, except for health care at 10%.
 - o Objective is to make sure we have enough revenue without burdening future boards. The base case shows we will start to see challenges in 2019.
 - o Fund balances are six months and could be as little as three months

- o The EAV shows we need to add 1 cents to the proposed tax rate increase for long term fund balance stability.
- o If passed, these would be 2017 year taxes, payable in 2018.
- o If property values go up 5 to 6% and the CPI remains low, it drives our tax rate down. Since we have been seeing property rates going down the last 5 to 6 years, our tax rate has gone up.
- o Two to three bond issues are recommended due to carrying costs.
- o Average home sales are currently \$237k with the median house value at \$225k.

2. October 6, 2016 Special Meeting Report - Nagle Hartray Architect don McKay and Graham Harwood talked about what they learned from the local design community meeting feedback. The direction from this meeting was not clear and there was a divided opinion so we can't get too focused at this point on building design moving forward. The board decided that we will stick with 50,000 square feet for \$25M.

Pappas reviewed progress on the mailer thus far. It will not contain any site plans, drawings or architecture to distract. The Community Organization List was also reviewed. The board suggested several names of people to serve on the Citizens Committee and will continue to explore others who might be interested in becoming involved by talking with them to gauge interest. Pappas will put a list together of those discussed and get it out to everyone next week.

B. New Business

Ordinance 2016-6 levy Ordinance - Kinley moved to approve Levy Ordinance 2016-6 for FY16/17 as presented. Puetz seconded the motion. All voted yes via roll call vote; motion carried.

Policy Update - Miller moved to accept policy changes to Appendix 3D Fee Schedule. Andel seconded the motion. All voted yes via roll call vote; motion carried.

ADJOURNMENT: Miller moved to adjourn; Schmidt seconded the motion. All voted yes; motion carried. The meeting adjourned at 9:13 p.m.

Respectfully submitted,

Debbie Maxwell
Recording Secretary

Respectfully submitted,

Vicki Knight
Board Secretary