

PLAINFIELD PUBLIC LIBRARY DISTRICT
MINUTES OF BOARD MEETING
NOVEMBER 16, 2016

CALL TO ORDER, PLEDGE, ROLL CALL: The meeting of November 16, 2016, was called to order at 6:30 p.m. in the Library's Small Meeting Room at 15025 S. Illinois Street. The Pledge of Allegiance was recited. Roll call was conducted. Present: Gilmore, Miller, Kinley, Puetz, Knight Andel and Schmidt (arrived at 7:31 p.m.). Absent: None. Staff present: Pappas, Maxwell, Wiaranowski, De Fazio (left at 8:24 p.m.). Guests present: Graham Harwood of CCS International; Matt Beran of Lauterbach & Amen (left at 6:48 p.m.); Steve Larson and John Piemonte of Ehlers & Associates (left at 7:42 p.m.); Bill Wilson (arrived at 7:15 p.m.); 11 government students (all left at 8:24 p.m.).

PUBLIC COMMENT: None

Trustee Attendance at Community Events: Contact Kinley if interested in being a docent for the Village Preservation Association Christmas House Walk. Puetz reported on his attendance at the Village Plan Commission meeting.

CONSENT AGENDA: Gilmore accepted the minutes of the October 12, 2016, special board meeting and October 19, 2016, Truth-In-Taxation Public Hearing and board meeting as presented. Gilmore also authorized opening of the May 12, 2015, Personnel Committee executive session minutes and destruction of the audio tape.

Miller moved for approval of Bills for October in the amount of \$238,281.35 as follows: Payroll \$127,857.29, General Library Bills \$103,408.32, IMRF \$.00, VALIC (Deferred Compensation) \$2,939.22, Petty Cash \$3,066.00 and Flexible Spending Plan \$1,010.52. Andel seconded the motion. All present voted yes via roll call vote; motion carried (1 Absent).

COMMITTEE REPORTS: Gilmore, Kinley and Miller attended ILA Trustee Day and reported the various sessions provided insight.

LIBRARY DIRECTOR'S REPORT: Pappas attended the TIFF District meeting on October 20th noting the downtown TIFF is the only one in existence and is set to end in 2021. Pappas reported that the mailer is at the attorney for review and ready to go to print as soon as the attorney gives his approval. Materials provided in the packet to help the Trustees approach the community for buy-in were reviewed.

ACTION ITEMS

A. Unfinished Business

Building and Expansion Planning -

1. Ehlers Financial Presentation - Larson presented updated information. An adjustment was made to the plan to better reflect Joliet Tax Code 0612 and an increase in interest rates since the election. In order to have enough money to make payments, we should request 1¢ more.

Ehlers explained the three bond issues to spread over multiple levy years. Ballot questions were discussed. No matter what we choose, bond counsel Chapman and Cutler will need to review and prepare necessary documentation.

Kinley moved that we select Ehlers & Associates as our bonding agency. Schmidt seconded the motion. All voted yes via roll call vote; motion carried.

2. Citizens Committee - The board reviewed the list. Trustees will mark and return by November 23rd who they know and would be willing to talk to noting any strong recommendations for leadership. The purpose of this list is to ask if they want to be on the committee or take a supporting role to assist the committee.

3. EveryLibrary special meeting date – John Chrastka will meet with select staff and the board on Tuesday, November 29th at 7:30 p.m. in the large meeting room.

The architect would like to test some design ideas before the December board meeting to get differing points of view. Two trustees will meet at a time before the meeting on November 29th. Harwood feels the community wants to know what this building is going to look like so we need to show elevations, but will stick with general areas for the interior.

4. Set January Special Board meeting – A special board meeting has been set for January 10th at 7p.m.

B. New Business

Matt Beran presented the audit for FY ending June 30, 2016. All records appear to be in order. He reviewed the recommendations contained in the management letter.

Travel Ordinance 2016-7 - Kinley moved to approve Travel Ordinance 2016-7 as presented. Puetz seconded the motion. All voted yes via roll call vote; motion carried.

Policy Revision - Miller moved to accept policy changes to the Finance and Personnel Policy regarding travel expenses. Knight seconded the motion. All voted yes via roll call vote; motion carried.

After Hours Events – De Fazio explained the programming we would like to do on Friday night, February 17th. The library would be open only to those registered for the event starting at 6 p.m. The board looks forward to this event.

ADJOURNMENT TO EXECUTIVE SESSION: Puetz moved to adjourn to Executive Session pursuant to 5 ILCS 120/2(c)(5) Purchase or Lease of Real Property. Andel seconded the motion. All voted yes via roll call vote; motion carried.

Board adjourned to executive session at 8:24 p.m. and returned from executive session at 8:53 p.m.

ACTION FOR ITEMS DISCUSSED IN EXECUTIVE SESSION: Trustee Puetz moved to direct Wilson to move forward with the completion of all existing contracts and, with the advice of our attorney, release all escrow money and negotiate six month extensions with 15014 and 15018 so as to include those properties in our upcoming plan for a referendum once that decision is made. Andel seconded the motion. All voted yes via roll call vote; motion carried.

ADJOURNMENT: Puetz moved to adjourn; Kinley seconded the motion. All voted yes; motion carried. The meeting adjourned at 9:02 p.m.

Respectfully submitted,

Debbie Maxwell
Recording Secretary

Respectfully submitted,

Vicki Knight
Board Secretary