

MINUTES OF A REGULAR MEETING OF
THE BOARD OF TRUSTEES OF
THE FOUNTAINDALE PUBLIC LIBRARY DISTRICT
WILL AND DUPAGE COUNTIES, ILLINOIS
HELD JUNE 20, 2024
BOLINGBROOK, ILLINOIS

A meeting of the Board of Trustees of the Fountaindale Public Library District, Will and DuPage Counties, Illinois was held in the Margaret J. "Peggy" Danhof Board Room, 300 West Briarcliff Road, Bolingbrook, Illinois on Thursday, June 20, 2024 at 7 p.m.

CALL TO ORDER

The meeting was called to order at 7 p.m. by President Celeste Bermejo.

ROLL CALL

The roll was called by recorder, Juanita Lennon, and a quorum was established.

PRESENT

Present at roll call were Bobby Armstrong, Marcelo Valencia, Kathryn Spindel, Sarah Siska, Meraj Alam, Jim Daunis Jr. and Celeste Bermejo.

ABSENT

Trustee Marcelo Valencia
Trustee Valencia had a prior engagement and could not attend the meeting.

FOUNTAINDALE STAFF PRESENT

The following staff was present: Paul Mills and Juanita Lennon.

Nancy Korczak was present online.

PUBLIC PRESENT

The following public was present: Jody Hargett, Jennie Mills and Tyra Banks.

AGENDA APPROVAL

Following the Pledge of Allegiance, Bermejo asked for a motion to approve the agenda. A motion was made by Spindel, seconded by Siska.

AYES: Armstrong, Spindel, Siska, Alam, Daunis, Bermejo
NAYES: None
ABSENT: Valencia

MINUTES OF THE BOARD MEETING – May 16, 2024

The minutes of the board meeting held May 16, 2024 were presented. A motion to approve the minutes was made by Daunis, seconded by Armstrong. Minutes were approved as read.

AYES: Armstrong, Spindel, Siska, Alam, Daunis, Bermejo
NAYES: None
ABSENT: Valencia

COMMENTS FROM THE PUBLIC

No comments were made.

FRIENDS OF THE LIBRARY

Jody Hargett provided an update for the Board. On the June 4th Ice Cream Social, the Friends were able to sell \$46 of books before the rainstorm. Once again, the Friends provided free book vouchers as a prize for the Adult Summer Adventure program. The Friends have received many book donations and will have plenty to sell for the Fall Book Sale.

NEW BUSINESS

Approval of Updated Salary Structure for Fiscal Year 2025

Mills discussed how this salary structure represented the culmination of a multi-year process to bring our salary scale in line with the increase in minimum wage and to avoid salary scale compression.

A motion to approve the updated salary structure for Fiscal Year 2025 with implementation to be determined administratively was made by Spindel, seconded by Armstrong.

AYES: Armstrong, Spindel, Siska, Alam, Daunis, Bermejo
NAYES: None
ABSENT: Valencia

Approval of Fiscal Year 2025 Standard Merit Increase

A motion to approve the standard merit increase of three percent (3%) to four percent (4%) for Fiscal Year 2025 and to approve a standard merit bonus of three percent (3%) to four percent (4%) for Fiscal Year 2025 for staff at or over their position’s maximum salary was made by Daunis, seconded by Spindel.

The level of the merit increase and the merit bonus requires reaching the appropriate score in the performance evaluation system in order to be granted.

AYES: Armstrong, Spindel, Siska, Alam, Daunis, Bermejo
NAYES: None
ABSENT: Valencia

Approval of Revised Fiscal Year 2025 Executive Director Compensation Adjustment

Mills requested that the Board revised his compensation adjustment from five percent (5%) to four percent (4%) to keep it in line with the staff merit increases.

A motion to approve the revised Fiscal Year 2025 compensation adjustment to a four percent (4%) increase was made by Spindel, seconded by Alam.

AYES: Armstrong, Spindel, Siska, Alam, Daunis, Bermejo
NAYES: None
ABSENT: Valencia

Approval of Fiscal Year 2025 Working Budget

Mills discussed the draft working budget for Fiscal Year 2025. Mills discussed the anticipated capital projects and other fund lines. Mills noted that key revenue sources are projected to slow down in growth over the next several years.

A motion to approve the Fiscal Year 2025 Working Budget was made by Spindel, seconded by Armstrong.

AYES: Armstrong, Spindel, Siska, Alam, Daunis, Bermejo
NAYES: None
ABSENT: Valencia

Approval of Revised Freedom of Information Act (FOIA) Policy

Mills discussed the key changes in this draft revision of the policy. The key changes are an easier-to-read format, more detailed information on record availability, and more detailed information about library trustees.

A motion to repeal the existing Freedom of Information Act (FOIA) Policy and approve the revised Freedom of Information Act (FOIA) Policy and give the Executive Director the authority to update the Policy with routine information as it becomes available was made by Spindel, seconded by Armstrong.

AYES: Armstrong, Spindel, Siska, Alam, Daunis, Bermejo
NAYES: None
ABSENT: Valencia

LIBRARY PROJECTS

Executive Director Mills reported that Czervik Construction has been diligently working on the 3rd floor renovations. The interior lighting project has been delayed due to the lights not having been ordered. Tria Architecture is working to keep the project moving along.

Mills and Tasos Priovolos met with the civil engineers for the parking lot project. The next steps would be to set up meetings with the Village of Bolingbrook, the Bolingbrook Park District, and Valley View School District, as this may affect the water drainage on their properties as well. Mills plans to have a presentation ready for the Building Liaisons in July.

CORRESPONDENCE

Executive Director Mills received a letter from the Secretary of State’s Office. The letter awards the library with Fiscal Year 2024 Per Capita Grant in the amount of \$99,567.77.

The library also received a letter from State Senator Meg Loughran Cappel. The letter awarded the library a \$250,000 grant from the Illinois Department of Commerce and Economic Opportunity.

TREASURER'S REPORT

The Treasurer's Report for May, 2024 was presented by Treasurer Spindel and will be filed for audit.

BILLS FOR APPROVAL

Bills Paid Report – June, 2024

Bills paid for the month of June in the amount of \$69,622.61 was presented for approval. Motion to approve was made by Spindel, seconded by Daunis.

AYES: Armstrong, Spindel, Siska, Alam, Daunis, Bermejo
NAYES: None
ABSENT: Valencia

Bills Payable Report – June, 2024

Bills payable for the month of June in the amount of \$508,613.52 was presented for approval. Motion to approve was made by Armstrong, seconded by Spindel.

AYES: Armstrong, Spindel, Siska, Alam, Daunis, Bermejo
NAYES: None
ABSENT: Valencia

DIRECTOR'S REPORT – May, 2024

Executive Director Mills encouraged everyone to check out the library's new lockers at the BRAC (Bolingbrook Recreation and Aquatic Center). The lockers are not fully functional yet as there are still some issues with network connectivity.

UNFINISHED BUSINESS

None.

REPORTS

Building – None.

Finance – None.

Strategic Plan – None.

Internal Board Operations – None.

AGENDA BUILDING FOR THE NEXT MEETING

None.

ANNOUNCEMENTS

None.

ADJOURNMENT

A motion to adjourn the meeting at 7:32 p.m. was made by Daunis, seconded by Alam.

AYES: Armstrong, Spindel, Siska, Alam, Daunis, Bermejo
NAYES: None
ABSENT: Valencia

/s/ Robert Armstrong
Secretary, Board of Library Trustees
FOUNTAINDALE PUBLIC LIBRARY DISTRICT
WILL AND DUPAGE COUNTIES, ILLINOIS

/s/ Celeste M. Bermejo
President, Board of Library Trustees
FOUNTAINDALE PUBLIC LIBRARY DISTRICT
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