

**NIPPERSINK PUBLIC LIBRARY DISTRICT
REGULAR BOARD MEETING
August 9, 2016**

CALL TO ORDER

The Regular Meeting of the Nippersink Public Library District Board of Trustees at the Nippersink Library, 5418 Hill Road, Richmond, Illinois, was called to order at 7:00 P.M. by President Sandra Peterson.

PRESENT

Trustees Adrienne Adams, Jennifer Brunswick, Michelle Carter, Robert Johnston, Sandra Peterson and Library Director Cynthia Cole were present. Trustees Michelle Jordan and Susan Sucher were absent.

RECOGNITION OF SECRETARY

Trustee Adams agreed to be recognized as Acting Secretary in the absence of Trustee Jordan. Director Cole volunteered to act as Recorder.

RECOGNITION OF MEMBERS OF THE AUDIENCE – Shaun Kelly of Engberg Anderson.

ADDITIONS – None

MINUTES

A. July 12, 2016 Regular Meeting Minutes

MOTION was made by Trustee Adams, seconded by Trustee Carter, to approve the July 12, 2016 Regular Meeting Minutes.

Voice Vote: All in Favor

MOTION CARRIED.

Trustees Jordan and Sucher arrived at 7:04 PM.

NEW BUSINESS

President Peterson opted to move to New Business so Shaun Kelly could make his presentation regarding the bid summary.

A. Review Bids for Parking Lot Improvement Project and Award Bid

Shaun advised that the low bid for the base bid and alternate 1 came in at \$86,070 and the low bid for the base bid and alternates 1 and 2 came in at \$93,700. The Alternate 2 bid was to upgrade the building exterior lights to LED, which base on the bids would equal a cost of \$7,630 which was approximately half the initial cost estimate. Shaun advised that he thought this was a good price for Alternate 2 should we opt to accept Alternate 2. After Shaun's presentation, President Peterson advised discussion would continue after returning to the regular order of business.

Shaun left the meeting at 7:21 PM

CORRESPONDENCE AND ANNOUNCEMENTS

A. ILA 2016 Conference: The 2016 Conference is being held at the Donald E. Stephens Convention Center in Rosemont, October 18-20. Trustee Day is scheduled for Thursday, October 20. Early Bird Registration is through early September. Trustee Sucher advised she would like to attend Trustee Day. Director Cole responded she will handle the registration.

TREASURER'S REPORT

A. Warrant #2

Warrant #2 in the amount of \$23,064.12 was reviewed for payment.

MOTION was made by Trustee Carter, seconded by Trustee Brunswick, to approve Warrant #2.

**Roll Call Vote: Ayes: Adams, Brunswick, Carter, Johnston, Jordan, Peterson, Sucher
Nays: None**

MOTION CARRIED.

B. REVIEW MONTHLY BUDGET REPORT

Director Cole advised that we are approximately \$9,000 under budget for the month ended July 31.

LIBRARY DIRECTOR'S REPORT

Director Cole advised that the nomination papers for the 2017 Consolidated Election will be available beginning September 20. There will be four 4-year terms and one 2-year term on the April 4, 2017 ballot. All seats are up for re-election with the exception of Trustees Carter and Peterson whose terms run until May of 2019. Director Cole will put a notice in the newsletter and on the website.

COMMITTEE REPORTS –

A. None

NEW BUSINESS (cont'd.)

There was further discussion regarding the bid award particularly in regard to Alternate 2. Trustee Sucher expressed concern that ongoing maintenance costs would be higher with LED lights. Trustee Jordan expressed concern that failure to upgrade now might force us to upgrade at a later date with a higher cost. Discussion revolved around the benefits of upgrading to LED versus ongoing maintenance costs.

MOTION was made by Trustee Adams, seconded by Trustee Carter, to accept the base bid including Alternates 1 and 2 in the amount of \$93,700 from Chicagoland Paving Contractors.

**Roll Call Vote: Ayes: Adams, Carter, Brunswick, Jordan, Peterson,
Nays: Johnston, Sucher**

MOTION CARRIED.

Director Cole advised a special meeting would be necessary to approve the ordinance awarding the bid and authorizing the board president to sign the contract. Director Cole further advised that Attorney Smith should have all the supporting documentation and the review of the contract ready by August 25 if this date was agreeable for the trustees. It was agreed a special meeting would be held the evening of August 25.

A. Review Tentative Draft of Ordinance 2016-9-1 Combined Annual Budget and Appropriation Ordinance

A draft of the referenced ordinance was reviewed. The Public Hearing for the ordinance is scheduled for Tuesday, September 13 at 7:00 PM immediately preceding the regular Board of Trustees meeting. Notice of the Public Hearing was published in the Northwest Herald on August 5, 2016 and a draft of the ordinance posted in the library 30 days prior to the public hearing as required by law. Director Cole reminded the trustees that the B&A Ordinance represents our authority to spend money and is always inflated over the working budget.

UNFINISHED BUSINESS – None

AUDIENCE COMMENTS – None

ADJOURN

There being no further business, President Peterson declared the meeting adjourned at 7:42 PM.

Respectfully submitted by Cynthia Cole,

Adrienne M. Adams, Acting Secretary