

FRANKFORT PUBLIC LIBRARY DISTRICT
REGULAR MEETING OF THE BOARD OF TRUSTEES
FRANKFORT PUBLIC LIBRARY

January 9, 2020

7:00 PM

I. Call to Order

Trustee Albert called the meeting to order at 7:00 p.m.

II. Pledge of Allegiance

Attendees recited the Pledge of Allegiance.

III. Roll Call

Trustee Labuda called the roll call.

Present: Trustee Slovak, Trustee Tylk, Trustee Albert, Trustee Look, Trustee Skibinski, and Trustee Labuda

Absent: Trustee Leyva

Also Present: Pierre Gregoire

Citizens Advisory Committee: Emily Meszaros and Jonathan Wright

IV. Introduction of Visitors

Jessica Nawrocki, Head of Circulation

V. Public Comment—Agenda Items Only

None.

VI. Approval of Minutes from the May 2019 Meeting

Motion made by Trustee Skibinski to approve the minutes of the finance committee meeting held May 23, 2019. Seconded by Trustee Labuda. All trustees voted "Aye." Motion carried.

VII. New Business

A. Review of Building Improvement Funding (Library 3.0)

1. Refinance of current loan, plus \$500,000 with Old Plank Trail Community Bank
 - a. Top priorities: East End storm sewer pipe replacement, north drainage system near reading room, sealing and restriping parking lot, barn demolition, and northwest parking edge. Interior priorities are east end roof, soffit repair in west end, public address system installation, and garage storage. Contingent top priorities are east end AC unit, air handler, and

transformer. East end roof repair will be covered partially by special reserve and construction grant. Top priorities total an estimated \$240,000. *line of credit*

- b. Middle priorities: repaint siding & dormers, book drop, possible automatic materials handling, and flashing under HVAC unit. Medium priorities are estimated at \$64,000.
 - c. Low priorities: baseboard heaters and vestibule heater
2. Referendum Funding
 3. Tax increase brings annual increases, not lump sum

B. Bond brings lump sum—half in July 2021, half in September 2021. Capital planning for increased loan proceeds—tabled

1. Renewal Project Plan
2. Capital Reserve Schedule
3. Building consultant requirements

C. Preliminary Roadmap to April 2021 Referendum—tabled

D. Commitments—tabled

VIII. Public Comment

Jessica Nawrocki elaborated on potential plans to include AMH or RFID technology in the library. Emily Meszaros shared observations about her previous use of automatic materials handling systems.

IX. Trustee Comment

President Look thanked Trustee Albert and Director Gregoire for their work compiling the materials necessary for the board to review. She also thanked everyone for coming to the extra meeting. Trustee Skibinski thanked Trustee Albert for his work. Trustee Slovak would like to see a breakdown of pending maintenance items in relation to the library's goals and strategic plan. Trustee Albert thanked everyone for their attendance and input.

X. Executive Session

None required.

XI. Adjournment

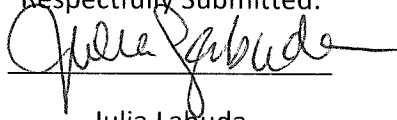
Motion made by Trustee Labuda and seconded by Trustee Skibinski to adjourn the meeting. All trustees voted "Aye." Motion Carried.

President Look adjourned the meeting at 8:27 p.m.

Den Albert

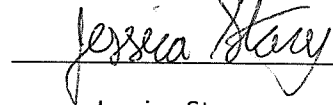
Minutes—Regular Meeting
Frankfort Public Library District
January 9, 2020

Respectfully Submitted:



Julia Labuda
Secretary

Recorded By:



Jessica Stacy
Recorder