



McHenry Public Library District

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**MINUTES
McHenry Public Library District
Board of Library Trustees
Regular Meeting**

Date: May 17, 2022

Time: 7:00 P.M.

Location: Library Meeting Room West # 136 and virtually via Zoom

I. CALL TO ORDER – President Charles Reilly

President Reilly called the regular meeting to order at 7:00 p.m.

II. ROLL CALL – Monica Leccese, Secretary

Roll was called.

Members Present: Bud Alexander, Delphine Grala, Monica Leccese, Susan Murphy, Charles Reilly, Terry Weingart

Members Absent: Jill Stone

Also Present: Jonathan Abplanalp, Santacruz Land Acquisitions
Amy Hodgson, Administrative Assistant
Lesley Jakacki, Executive Director
Jennifer May, HR Generalist
Kathy Milfajt, Technical Services Manager
Zach Terrill, Adult Services Assistant Manager

III. PLEDGE OF ALLEGIANCE

President Reilly read the following proclamation: "On January 8, 2021, Governor Pritzker issued the twelfth Gubernatorial Disaster Proclamation for all counties in the State of Illinois. In consideration of this and due to the COVID-19 health pandemic, it has been determined that a fully accessible in-person meeting on May 17, 2022, is not practical or prudent. In accordance with Public Act 101-640, this meeting will thus be held in person and virtually, and possibly without the physical presence of a quorum of trustees at the regular meeting location."

IV. CORRECTIONS OR ADDITIONS TO THE AGENDA

No corrections or additions.

V. PUBLIC COMMENT AND RECOGNITION OF VISITORS

No public comments.

VI. SECRETARY'S REPORT – Monica Leccese, Secretary

A. Approval of Minutes of the April 19, 2022, Regular Board Meeting

Secretary Leccese informed the Board of the following corrections needed for the April 19, 2022, minutes: Trustee Weingart was in attendance (ROLL CALL/Members Present) and references (six) stating 'Trustee Stone' were updated to state 'Vice President Stone'.

Murphy moved, and Alexander seconded a motion to approve the Minutes of the April 19, 2022, Regular Board Meeting with the corrections noted.

Roll Call vote:

Ayes: Alexander, Grala, Leccese, Murphy, Reilly, Weingart

Nays: None

Abstain: None

Absent: Stone

Motion Passed

VII. TREASURER'S REPORT – Delphine Grala, Treasurer

A. Approval of Monthly Financial Statements, Interim Check Report and Bill Reports for April/May 2022, Additional Bills and Petty Cash and Credit Card Reports

Treasurer Grala reported that she and Director Jakacki believe the header on page 15 is incorrect and should reflect "For The 10 Month(s) Ended April 30, 2022".

President Reilly inquired about the expense for Park Ridge Public Library. Director Jakacki reported that we are part of the North Suburban Digital Consortium, the ebook consortium for Overdrive that the Library is part of, and that Park Ridge handles the financials for them. She reported that this is the Library's annual expense for ebooks.

There was an inquiry about the New Pig expense. Director Jakacki reported that it is a janitorial supply company where the Library gets the mat up front with our logo and other floor mats and clean-up kits.

Leccese moved, and Weingart seconded a motion to approve the Monthly Financial Statements, Interim Check Report, and Bill Reports for April/May 2022, Additional Bills (Distributed night of meeting), and Petty Cash and Credit Card Reports (Distributed night of meeting).

Roll Call vote:

Ayes: Alexander, Grala, Leccese, Murphy, Reilly, Weingart

Nays: None

Abstain: None

Absent: Stone

Motion Passed

VIII. COMMUNICATIONS

A. McHenry County Treasurer, 2022 Distribution Dates for 2021 Taxes

Director Jakacki reported that the document shows the 2022 distribution dates for 2021 real estate taxes.

IX. LIBRARIAN'S REPORT

A. Librarian's Report

Director Jakacki highlighted the following items:

- The Library completed the AARP Tax Program for this year, and from February through April, tax returns were prepared for 406 individuals.
- The Library had the annual community shredding event and collected over 6,000 pounds of paper to be shredded. The event was the most successful regarding the number of individuals and amount of paper collected.
- Significant May staff anniversaries: Emily Bily (5 years), Pam Strain (10 years), and Kathy Milfajt (30 years).

B. Updates on Projects

Director Jakacki reported that a big project the Library is working on is looking at a new payroll system that offers more services for a comparable price to replace the current payroll system, which the Library has outgrown.

X. OLD BUSINESS

A. COVID-19 and Masks

Per Director Jakacki, nothing has changed. She mentioned that although numbers in the area have increased, there have been no additional mitigations put in place by the county, city, or state, so the Library is continuing as-is.

B. Request to support the City of McHenry Vacant Building Incentive Program

Director Jakacki reported that she heard from Doug Martin (City of McHenry) and that the McHenry County Fire Protection District has voted to support the program and the Nunda Township Road Commission supports the program. Also, District 156 verbally supports the program and is waiting for a letter from the City before they vote on it, and District 15 will vote on the program this month. Director Jakacki reminded the Board that it is not a blanket abatement and that the Library will review the submitted applications property-by-property if the program is approved. Secretary Leccese referenced an article in the newspaper about the Village of Huntley, which hired a consulting firm to help them attract businesses to their town. The article stated that the City of McHenry has also contracted with that consulting firm, and she wonders what it will do to help attract businesses to McHenry.

Reilly moved, and Leccese seconded a motion to approve support of the City of McHenry's Vacant Building Incentive and Tax Abatement Program.

Roll Call vote:

Ayes: Alexander, Leccese, Reilly, Weingart

Nays: Grala, Murphy

Abstain: None

Absent: Stone

Motion Passed

C. Landscape Maintenance Contract for 2022

Director Jakacki reported The Ground Guys removed the term and condition from the contract that the Board had concerns about regarding surcharges on fuel costs over \$4.00/Gallon.

Weingart moved, and Murphy seconded a motion to approve the Landscape Maintenance Contract 2022 from The Ground Guys in the amount of \$9,992.

Roll Call vote:

Ayes: Alexander, Grala, Leccese, Murphy, Reilly, Weingart

Nays: None

Abstain: None

Absent: Stone

Motion Passed

At this point, the Board proceeded with agenda items in the following order:

- *New Business Item A, Jonathan Abplanalp of Santacruz Land Acquisition presenting IDOT Land Acquisition offer;*
- *Item I, Executive Session;*
- *Old Business Item D, FY 2022/23 Employee Compensation Budget;*
- *New Business Item B, Ordinance 2021/2022-7 Calendar of Regular Meetings For the Board of Library Trustees for Fiscal Year 2022/23.*

D. FY 2022/23 Employee Compensation Budget

Director Jakacki reported that she provided updated compensation options with a \$14/Hour starting wage and that HR Generalist Jennifer May provided the lowest starting wages at other libraries within a 20-mile radius. Director Jakacki reiterated that all five options are doable under the Library's current budget. Director Jakacki also reported that information on the cost of turnover was provided and that ten staff members have left the Library within the past six months (60% have been for better opportunities and higher wages). HR Generalist May reported that in exit interviews, the number one reason staff reported for leaving the Library is the hourly wage. A discussion ensued on the various options presented.

Reilly moved, and Murphy seconded a motion to approve the FY 2022/23 Compensation for MPLD Staff at 2% COLA, 2% Merit Raises, and minimum \$14/Hour Starting Wage.

Roll Call vote:

Ayes: Alexander, Grala, Leccese, Murphy, Reilly, Weingart

Nays: None

Abstain: None

Absent: Stone

Motion Passed

After the Board voted, Trustee Weingart inquired if this is something that could be revisited in six months based on what happens with staff to which Director Jakacki responded yes. Secretary Leccese and Trustee Weingart wanted it noted for the record that they were in favor of the minimum \$15/Hour Starting Wage.

XI. NEW BUSINESS

A. Jonathan Abplanalp of Santacruz Land Acquisitions presenting IDOT Land Acquisition offer

Jonathan Abplanalp represents IDOT and presented the financial offer from IDOT, which includes two things that are necessary from the Library. IDOT needs to acquire a strip of property outright from the Library and will compensate the Library for the expense of moving the Library sign and other necessary repairs to the landscaping and northern parking area, which will be the responsibility of the Library. He explained that the offer includes getting approval from the City of McHenry to move the sign, etc. Mr. Abplanalp explained that the Library could make a counteroffer to IDOT if the offer were not acceptable to the Library. He suggested the Library talk to the City of McHenry to find out what they will require from the Library to move the sign and make other necessary improvements. He also suggested the Library talk to a sign company to get an actual quote to move the Library sign. Secretary Leccese inquired about the loss of trees on the Library property and if it is a one-to-one replacement? Mr. Abplanalp explained that IDOT's tree replacement policy is a one-to-one replacement, but it is for the project's extent and does not mean that the trees will be replaced on the Library property or in the Library's area. He reported that IDOT would compensate the Library for any trees removed from the Library property for the Library to replace those trees on Library property if IDOT does not.

President Reilly reported that he thinks the IDOT offer is a little low and requested that Mr. Abplanalp provide the comps that IDOT is using in their calculation. Mr. Abplanalp explained that IDOT had excluded any value for the Library building since IDOT's appraisal is for acquiring vacant property only from the Library. He also said that IDOT's offer includes compensation for damages (e.g., moving the Library sign, landscaping). President Reilly also requested something in writing that IDOT is responsible for all the hook-ups (e.g., sewer). President Reilly inquired if the Library wanted to make a counteroffer; when do they need to do that? Mr. Abplanalp reported as soon as possible. He said that Santacruz Land Acquisitions is a third-party company and the negotiator for IDOT and that he is the Library's main contact. Mr. Abplanalp reported that once an agreement is in place with the Library, they provide the documents to the Library to get them signed and notarized. Mr. Abplanalp then submits them to IDOT and takes care of everything with IDOT. He reported that it takes about 90 – 120 days for the Library to receive payment.

Action Tabled to future Board Meeting

B. Ordinance 2021/2022-7 Calendar of Regular Meetings For the Board of Library Trustees for Fiscal Year 2022/23

Director Jakacki reported that this is the annual ordinance.

Alexander moved, and Leccese seconded a motion to approve the Ordinance 2021/2022-7 Calendar of Regular Meetings for the Board of Library Trustees for Fiscal Year 2022/23.

Roll Call vote:

Ayes: Alexander, Grala, Leccese, Murphy, Reilly, Weingart

Nays: None

Abstain: None

Absent: Stone

Motion Passed

I. EXECUTIVE SESSION

A. The setting of a price for sale or lease of property owned by the public body.
5 ILCS 120/2(c)(6).

Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding must be recorded and entered into the minutes of the closed meeting.
5 ILCS 120/2(c)(11).

An executive session was held.

Reilly moved, and Leccese seconded a motion to enter Executive Session at 7:58 pm.

Roll Call vote:

Ayes: Alexander, Grala, Leccese, Murphy, Reilly, Weingart

Nays: None

Abstain: None

Absent: Stone

Motion Passed

Murphy moved, and Reilly seconded a motion to exit Executive Session at 8:29 pm.

Roll Call vote:

Ayes: Alexander, Grala, Leccese, Murphy, Reilly, Weingart

Nays: None

Abstain: None

Absent: Stone

Motion Passed

II. ANY AND ALL OTHER BUSINESS THAT MAY PROPERLY COME BEFORE THE BOARD

III. ADJOURNMENT

Weingart moved, and Murphy seconded a motion to adjourn the meeting at 8:59 p.m.

Roll Call vote:

Ayes: Alexander, Grala, Leccese, Murphy, Reilly, Weingart

Nays: None

Abstain: None

Absent: Stone

Motion Passed

APPROVED by the Board of Trustees this 21st day of June, 2022.

AYES: 6- Alexander, Leccese, Murphy, Reilly, Stone, Weingart

NAYES: 0

ABSTAIN: 0

ABSENT: 1- Grala

Respectfully Submitted,



Monica Leccese, Secretary
McHenry Public Library District Board of Trustees