

**MINUTES OF THE SPECIAL MEETING
OF THE BOARD OF TRUSTEES OF THE LEMONT PUBLIC LIBRARY DISTRICT
COOK AND DUPAGE COUNTIES, ILLINOIS
HELD AT THE LIBRARY DISTRICT MEETING ROOM
50 EAST WEND STREET, LEMONT, ILLINOIS**

June 1, 2017

I. Call to Order

President Vytenis Kirvelaitis called the meeting to order at 7:00 p.m.

II. Pledge of Allegiance

III. Roll Call

The following trustees answered present: Thomas Burton, Jr., Tom Culcasi, Christine Hogan, Vytenis Kirvelaitis and Michaeline Skibinski. Trustees Patricia Camalliere and Catherine Sanders were absent. Library Director Sandra Pointon and attorney Marji Swanson of Mahoney, Silverman & Cross, LLC also attended.

IV. Approval of Minutes

To be approved at the regular June meeting.

V. Treasurer's Report

No report.

VI. Approval of Bills

To be approved at the regular June meeting.

VII. Public Participation

There were no members of the public present.

VIII. Reports

A. President

The President thanked the trustees for adjusting their schedules to accommodate the special meeting.

B. Library Director

No report.

C. Attorney

Ms. Swanson deferred her remarks to executive session.

D. Committees

- 1. Finance**
 - 2. Building and Grounds**
 - 3. Policy and Personnel**
 - 4. Planning and Goals**
 - 5. Technology**
- No reports.

IX. Old Business

A. Renovation Project Update

The Library was still withholding final payment on the flooring in the children's activity room, as the repairs were not satisfactory.

B. Working Budget Fiscal Year 2017-2018

The Finance Committee would meet on June 13, 2017, directly before the regular June meeting. According to eleven-month projections, the Library would experience a \$43,000 deficit in income the following fiscal year. After determining the best way to compensate for the difference, the committee would be able to finalize the working budget.

X. New Business

A. Selection of Insurance Coverage 6/2017-6/2018

Proposals for insurance coverage had been received from three brokers. The Library's current broker, TA Cummings offered a third year of price protection through a \$10,580 package: Cincinnati Insurance for commercial property and general liability, The Hartford for workers compensation, and professional liability from Philadelphia Insurance. Cook & Kocher presented an \$11,513 policy entirely through Utica National Insurance Group, which included all of the previous provisions plus catastrophic coverage. The Director mentioned that Utica is widely recommended as the expert in library insurance. The Heil & Heil Insurance Agency offered a \$13,984 plan provided by Twin City Fire Insurance, a subsidiary of The Hartford, which did not contain catastrophic coverage, but did include cyber liability.

There was a motion made by Trustee Burton and seconded by Trustee Culcasi to authorize the Board President, in consultation with the Finance Committee chairperson, to select between the policies offered by Cook & Kocher and Heil & Heil, based on the following stipulations: the addition of cyber and child abuse liabilities, the elimination of flood and earthquake (catastrophic) coverage, and increasing the umbrella amount to \$5 million. The premium was not to exceed \$16,000 for the year. A roll call was taken: Trustees Burton, Culcasi, Hogan, Kirvelaitis and Skibinski voted aye; Trustees Camalliere and Sanders were absent; there were no nays. The motion carried.

XI. Communications / Correspondence

Nothing relevant had been received.

XII. Executive Session

Trustee Hogan made a motion, seconded by Trustee Skibinski, to move into executive session to discuss personnel. A roll call was taken: Trustees Burton, Culcasi, Hogan, Kirvelaitis and Skibinski voted aye; Trustees Camalliere and Sanders were absent; there were no nays. The motion carried.

Upon returning from executive session, there was a motion made by Trustee Skibinski and seconded by Trustee Culcasi to authorize the Director to put the final phase of the restructuring plan in effect. A roll call was taken: Trustees Burton, Culcasi, Hogan, Kirvelaitis and Skibinski voted aye; Trustees Camalliere and Sanders were absent; there were no nays. The motion carried.

Trustee Skibinski made a motion, seconded by Trustee Hogan, to authorize the President and the Director to enter into a severance agreement, if necessary, with the employee affected by the restructuring plan, subject to attorney review. A roll call was taken: Trustees Burton, Culcasi, Hogan,

Kirvelaitis and Skibinski voted aye; Trustees Camalliere and Sanders were absent; there were no nays. The motion carried.

XIII. Adjournment

A motion was made by Trustee Burton and seconded by Trustee Culcasi to adjourn the meeting at 8:15 p.m. Voice vote: all ayes, no nays. Motion passed. Meeting adjourned.

Respectfully submitted,

Ramona Stephens-Zemaitis