

MINUTES
INDIAN TRAILS PUBLIC LIBRARY DISTRICT
70 WEST DUNDEE ROAD, BUFFALO GROVE, IL 60089
MEETING OF THE BOARD OF LIBRARY TRUSTEES
Wednesday, November 16, 2016 - Programming Room
Immediately following Levy Hearing at 7:15 P.M.

CALL TO ORDER

Trustee Barnett called the meeting to order at 7:17 p.m. in the library at 70 West Dundee Road, Buffalo Grove, Illinois 60089.

ATTENDANCE

On the roll call, the following trustees were present:

Present: Louise Barnett, W. Gene Looft, Bruce D. Matthews, and Donald Roalkvam

Absent: Mary Battinus, Mary Christel, Henry Hackney Jr.

Also present were:

Staff: Director Brian Shepard, Susan Beal, Susan Dennison and Andrea Wojciechowski

Guests: None

CONSENT AGENDA

All items listed on the Consent Agenda are considered to be routine by the Library Board and will be enacted by one motion. There will be no separate discussion of these items unless a Board member so requests, in which event the item will be removed from the general order of business and considered after all other regular Agenda items.

APPROVAL OF THE CONSENT AGENDA

A motion was made by Trustee Looft and seconded by Trustee Roalkvam to approve the Consent Agenda items.

On the roll call vote was:

AYES: 4: Barnett, Looft, Matthews, and Roalkvam

NAYES: 0

ABSTAIN: 0

ABSENT: 3: Battinus, Christel, Hackney

There being 4 affirmative votes, the motion passed.

PUBLIC COMMENTS

None

COMMENTS ON STAFF REPORTS

The Board reviewed and commented on a variety of staff reports. Discussion was held and questions were answered by Director Shepard.

MINUTES
INDIAN TRAILS PUBLIC LIBRARY DISTRICT
70 WEST DUNDEE ROAD, BUFFALO GROVE, IL 60089
MEETING OF THE BOARD OF LIBRARY TRUSTEES
Wednesday, November 16, 2016 - Programming Room
Immediately following Levy Hearing at 7:15 P.M.

UNFINISHED BUSINESS

355 Construction Update:

Director Shepard updated the Board on the current status of the 355 Schoenbeck Road construction project. Discussion was held and questions were answered.

Ordinance 202: Establishing a policy to regulate travel reimbursement

Trustee Looft made a motion to approve Ordinance 202: Establishing a policy to regulate travel reimbursement. Trustee Roalkvam seconded the motion.

On the roll call vote was:

AYES: 4: Barnett, Looft, Matthews, and Roalkvam
NAYES: 0
ABSTAIN: 0
ABSENT: 3: Battinus, Christel, Hackney

There being 4 affirmative votes, the motion passed.

Policy 1.23: Expense Reimbursement Policy

Trustee Matthews made a motion to approve the Expense Reimbursement Policy as presented. Trustee Looft seconded the motion.

On the roll call vote was:

AYES: 4: Barnett, Looft, Matthews, and Roalkvam
NAYES: 0
ABSTAIN: 0
ABSENT: 3: Battinus, Christel, Hackney

There being 4 affirmative votes, the motion passed.

NEW BUSINESS

Ordinance 203: Levy and Appropriation for Fiscal Year 2016-2017

Director Shepard presented Levy and Appropriation Ordinance 203 for Fiscal Year 2016-2017. Trustee Matthews made a motion to approve Ordinance 203: Levy and Appropriation for Fiscal Year 2016-2017. Trustee Looft seconded the motion.

On the roll call vote was:

AYES: 4: Barnett, Looft, Matthews, and Roalkvam
NAYES: 0
ABSTAIN: 0
ABSENT: 3: Battinus, Christel, Hackney

There being 4 affirmative votes, the motion passed.

MINUTES
INDIAN TRAILS PUBLIC LIBRARY DISTRICT
70 WEST DUNDEE ROAD, BUFFALO GROVE, IL 60089
MEETING OF THE BOARD OF LIBRARY TRUSTEES
Wednesday, November 16, 2016 - Programming Room
Immediately following Levy Hearing at 7:15 P.M.

TREASURER'S REPORT

Treasurer Roalkvam presented the financial reports. The funds were in balance with a total of \$15,087,512.56 at the end of October, 2016 in the various accounts. The reports were discussed and questions were answered. President Barnett stated the reports would be filed for audit.

TREASURER'S WARRANT #810

After reviewing selected invoices, Trustee Roalkvam made a motion to approve Warrant #810 for \$1,512,183.70. Trustee Looft seconded the motion.

On the roll call vote was:

AYES: 4: Barnett, Looft, Matthews, and Roalkvam
NAYES: 0
ABSTAIN: 0
ABSENT: 3: Battinus, Christel, Hackney

There being 4 affirmative votes, the motion passed.

PRESIDENT'S DISCUSSION

Trustee Barnett updated the Board on the Foundation meeting. Discussion was held and questions were answered.

DIRECTOR'S DISCUSSION

Director Shepard updated the Board on the probable move-in information once construction has been completed. Discussion was held and questions were answered.

CLOSED SESSION

A motion was made by Trustee Looft to move to closed session pursuant to Illinois Compiled Statute, Chapter 5, ILCS 120/2 c 21: Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06. Trustee Roalkvam seconded the motion.

On the roll call vote was:

AYES: 4: Barnett, Looft, Matthews, and Roalkvam
NAYES: 0
ABSTAIN: 0
ABSENT: 3: Battinus, Christel, Hackney

There being 4 affirmative votes, the motion passed.

The meeting moved to Closed Session at 8:18 p.m.

MINUTES
INDIAN TRAILS PUBLIC LIBRARY DISTRICT
70 WEST DUNDEE ROAD, BUFFALO GROVE, IL 60089
MEETING OF THE BOARD OF LIBRARY TRUSTEES
Wednesday, November 16, 2016 - Programming Room
Immediately following Levy Hearing at 7:15 P.M.

RETURN TO OPEN SESSION

A motion was made by Trustee Matthews and seconded by Trustee Looft to adjourn the Closed Session, and return to Regular Session.

On the roll call vote was:

AYES: 4: Barnett, Looft, Matthews, and Roalkvam

NAYES: 0

ABSTAIN: 0

ABSENT: 3: Battinus, Christel, Hackney

There being 4 affirmative votes, the motion passed.

The Closed Session adjourned at 8:35 p.m.

The Board returned to Regular Session at 8:35 p.m.

ACTION ON EXECUTIVE SESSION ITEMS

Release of the Meeting Minutes from Closed Sessions

A motion was made by Trustee Looft and seconded by Trustee Matthews to approve the release of the meeting minutes from the following closed sessions as discussed: 11/5/2014, 2/5/2015, 3/4/2015 and 3/25/2015.

On the roll call vote was:

AYES: 4: Barnett, Looft, Matthews, and Roalkvam

NAYES: 0

ABSTAIN: 0

ABSENT: 3: Battinus, Christel, Hackney

There being 4 affirmative votes, the motion passed.

Resolution Authorizing the Destruction of Audio or Video Recordings of Closed Sessions

A motion was made by Trustee Looft and seconded by Trustee Matthews to approve the Resolution Authorizing the Destruction of Audio or Video Recordings of Closed Sessions as discussed including the recordings of the following dates: 11/5/2014, 2/5/2015, 3/4/2015 and 3/25/2015.

On the roll call vote was:

AYES: 4: Barnett, Looft, Matthews, and Roalkvam

NAYES: 0

ABSTAIN: 0

ABSENT: 3: Battinus, Christel, Hackney

There being 4 affirmative votes, the motion passed.

MINUTES
INDIAN TRAILS PUBLIC LIBRARY DISTRICT
70 WEST DUNDEE ROAD, BUFFALO GROVE, IL 60089
MEETING OF THE BOARD OF LIBRARY TRUSTEES
Wednesday, November 16, 2016 - Programming Room
Immediately following Levy Hearing at 7:15 P.M.

ADJOURNMENT

A motion was made by Trustee Looft and seconded by Trustee Roalkvam to adjourn the meeting.

On the roll call vote was:

AYES: 4: Barnett, Looft, Matthews, and Roalkvam

NAYES: 0

ABSTAIN: 0

ABSENT: 3: Battinus, Christel, Hackney

There being 4 affirmative votes, the motion passed.

Trustee Barnett adjourned the meeting at 8:38 p.m.