

**MINUTES**  
**INDIAN TRAILS PUBLIC LIBRARY DISTRICT**  
**355 SCHOENBECK ROAD, WHEELING, ILLINOIS 60090**  
**MEETING OF THE BOARD OF LIBRARY TRUSTEES**  
**BOARD WORKSHOP**  
**Wednesday, October 4, 2017, 7:15 P.M. - Lake Room**

**CALL TO ORDER**

President Barnett called the meeting to order at 7:15 p.m.

**ATTENDANCE**

On the roll call, the following trustees were present:

Present: Louise Barnett, Mary Battinus, Henry Hackney Jr., Bruce Matthews, Wendy Present,  
and Donald Roalkvam

Absent: W. Gene Looft

Also present were:

Staff: Executive Director Brian Shepard, Deputy Director Ryann Uden, Susan Dennison,  
Susan Beal and Andrea Wojciechowski

Guests: None

**ADDITIONS TO THE AGENDA**

Discussion about programming policies 3.40 - Collection Development, 3.51 - Reference Service  
and 3.52 - Library Programming.

**PUBLIC COMMENTS**

None

**FINANCE POLICIES**

Discussion was held and questions were answered about proposed changes to the following  
policies:

- 4.00 - Fiscal Authority (New)
- 4.10 - Investment Policy
- 4.20 - Budgeting and Disbursements
- 4.21 - Corporate Credit Card
- 4.30 - Disposal of Property
- 4.40 - Debt Management
- 5.20 - Affordable Care Act

**STRATEGIC PLANNING UPDATE**

Executive Director Shepard updated the Board on Strategic Planning progress and explained the  
community survey process. Discussion was held and questions were answered.

**PROGRAMMING POLICY**

Executive Director Shepard went over policies 3.40 - Collection Development, 3.51 - Reference  
Service and 3.52 - Library Programming. Trustees requested more information be given at a  
future Board Meeting.

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**SAFETY TRAINING - LIBRARY TOUR**

Deputy Director Uden led Trustees on a tour of the building to highlight emergency procedures. Discussion was held and questions were answered.

**ADJOURNMENT**

A motion was made by Trustee Hackney and seconded by Trustee Battinus to adjourn the meeting.

On the voice vote all were in favor and the motion carried.

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