

MINUTES
INDIAN TRAILS PUBLIC LIBRARY DISTRICT
355 SCHOENBECK ROAD, WHEELING, ILLINOIS 60090
MEETING OF THE BOARD OF LIBRARY TRUSTEES
Wednesday, March 28, 2018, 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., W. Gene Looft and Wendy Present

Absent: Bruce Matthews and Donald Roalkvam

Also present were:

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

Guests: Joseph Olsen and Scott Harrod

ADDITIONS TO THE AGENDA

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 ITEMS ON CONSENT AGENDA

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

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

COMMENTS ON STAFF REPORTS

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

PUBLIC COMMENTS

Joseph Olsen stated that he was attending the meeting to learn best practices for his library Board of Trustees. Scott Harrod had no comments.

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UNFINISHED BUSINESS

Ordinance #211: An ordinance amending the plan for buildings, equipment and accumulations (Special Reserve Fund Plan)

Ordinance #211: An ordinance amending the plan for buildings, equipment and accumulations (Special Reserve Fund Plan) was presented to the Board. Discussion was held and questions were answered. Trustee Looft made a motion to approve Ordinance #211: An ordinance amending the plan for buildings, equipment and accumulations (Special Reserve Fund Plan) as presented. Trustee Present seconded the motion.

On the roll call vote was:

AYES: 5: Barnett, Battinus, Hackney, Looft and Present

NAYES: 0

ABSTAIN: 0

ABSENT: 2: Matthews and Roalkvam

There being 5 affirmative votes, the motion passed.

Resolution #0328181: A resolution for the purpose of abolishing the Working Cash Fund

Resolution #0328181: A resolution for the purpose of abolishing the Working Cash Fund was presented to the Board. Discussion was held and questions were answered. Trustee Battinus made a motion to approve Resolution #0328181: A resolution for the purpose of abolishing the Working Cash Fund as presented. Trustee Looft seconded the motion.

On the roll call vote was:

AYES: 5: Barnett, Battinus, Hackney, Looft and Present

NAYES: 0

ABSTAIN: 0

ABSENT: 2: Matthews and Roalkvam

There being 5 affirmative votes, the motion passed.

Resolution #0328182: A resolution to transfer Corporate Funds to the Special Reserve Fund

Resolution #0328182: A resolution to transfer Corporate Funds to the Special Reserve Fund was presented to the Board. Discussion was held and questions were answered. Trustee Looft made a motion to approve Resolution #0328182: A resolution to transfer Corporate Funds to the Special Reserve Fund as presented. Trustee Battinus seconded the motion.

On the roll call vote was:

AYES: 5: Barnett, Battinus, Hackney, Looft and Present

NAYES: 0

ABSTAIN: 0

ABSENT: 2: Matthews and Roalkvam

There being 5 affirmative votes, the motion passed.

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Audit Services Proposal to Provide Professional Services to the Indian Trails Public Library District for Fiscal Years 2017-2018 through 2021-2022 as submitted by Lauterbach and Amen LLC

Audit Services Proposal to Provide Professional Services to the Indian Trails Public Library District for Fiscal Years 2017-2018 through 2021-2022 as submitted by Lauterbach and Amen LLC was presented to the Board by the Finance Committee. Discussion was held and questions were answered. Trustee Battinus made a motion to approve Audit Services Proposal to Provide Professional Services to the Indian Trails Public Library District for Fiscal Years 2017-2018 through 2021-2022 as submitted by Lauterbach and Amen LLC. Trustee Looft seconded the motion.

On the roll call vote was:

AYES: 5: Barnett, Battinus, Hackney, Looft and Present

NAYES: 0

ABSTAIN: 0

ABSENT: 2: Matthews and Roalkvam

There being 5 affirmative votes, the motion passed.

Solar Project Bid Results & Update

Executive Director Shepard updated the Board on the Solar Project Bids that were received. Discussion was held and questions were answered. Trustee Looft made a motion to accept the recommendation of Elara Engineering to approve the Base Bid offered by Lyons-Pinner Electric, in the amount of \$85,900.00 and the Optional Bid #1 in the amount of \$6,395.00 as presented. Trustee Present seconded the motion.

On the roll call vote was:

AYES: 5: Barnett, Battinus, Hackney, Looft and Present

NAYES: 0

ABSTAIN: 0

ABSENT: 2: Matthews and Roalkvam

There being 5 affirmative votes, the motion passed.

NEW BUSINESS

None

TREASURER'S REPORT

Executive Director Shepard presented the financial reports. The funds were in balance with a total of \$5,996,125.07 at the end of February, 2018 in the various accounts. The reports were discussed and questions were answered. President Barnett stated the reports would be filed for audit.

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TREASURER’S WARRANT #826

After reviewing selected invoices, Trustee Looft made a motion to approve Warrant #826 for \$525,152.15. Trustee Battinus seconded the motion.

On the roll call vote was:

AYES: 5: Barnett, Battinus, Hackney, Looft and Present

NAYES: 0

ABSTAIN: 0

ABSENT: 2: Matthews and Roalkvam

There being 5 affirmative votes, the motion passed.

PRESIDENT’S DISCUSSION

The Assistant Village Manager of Buffalo Grove, Jennifer Maltas, has asked Board President Louise Barnett to participate in a discussion to encourage community partnerships. The Board was very pleased with the One Book One Community results as well as the final draft of the Strategic Plan and the amount of programs that were held.

EXECUTIVE DIRECTOR’S DISCUSSION

The Executive Director discussed current work being done by the library staff as well information on upcoming events.

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 8:20 p.m.