

MINUTES
INDIAN TRAILS PUBLIC LIBRARY DISTRICT
355 SCHOENBECK ROAD, WHEELING, ILLINOIS 60090
MEETING OF THE BOARD OF LIBRARY TRUSTEES
Wednesday, May 16, 2018, 7:15 P.M. - Lake Room

CALL TO ORDER

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

ATTENDANCE

On the roll call, the following trustees were present:

Present: Mary Battinus, Henry Hackney Jr., W. Gene Looft, Wendy Present and Donald Roalkvam

Absent: Louise Barnett, Bruce Matthews

Also present were:

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

Guests: None

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 Roalkvam 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

None

UNFINISHED BUSINESS

Policy Manual Updates

Trustee Roalkvam made a motion to approve Policy Manual updates to Policy 2.32 - Displays and Distribution of Non-Library Material as presented. Trustee Looft seconded the motion.

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

NEW BUSINESS

FY 2018-2019 Budget Draft

The Board reviewed and commented on FY 2018-2019 Budget Draft. Discussion was held and questions were answered by Executive Director Shepard and Susan Beal.

TREASURER'S REPORT

Treasurer Roalkvam presented the financial reports. The funds were in balance with a total of \$6,960,279.69 at the end of April, 2018 in the various accounts. The reports were discussed and questions were answered. Trustee Roalkvam stated the reports would be filed for audit.

TREASURER'S WARRANT #828

After reviewing selected invoices, Trustee Roalkvam made a motion to approve Warrant #828 for \$1,119,097.11. Trustee Looft seconded the motion.

On the roll call vote was:

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

NAYES: 0

ABSTAIN: 0

ABSENT: 2: Barnett, Matthews

There being 5 affirmative votes, the motion passed.

PRESIDENT'S DISCUSSION

None

EXECUTIVE DIRECTOR'S DISCUSSION

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

CLOSED SESSION

A motion was made by Trustee Looft to move to closed session pursuant to ILCS, Chapter 5, 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: 5: Battinus, Hackney, Looft, Present and Roalkvam

NAYES: 0

ABSTAIN: 0

ABSENT: 2: Barnett, Matthews

There being 5 affirmative votes, the motion passed.

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The meeting moved to closed session at 8:09 p.m.

RETURN TO OPEN SESSION

A motion was made by Trustee Hackney and seconded by Trustee Looft to adjourn the closed session, and return to open session.

On the roll call vote was:

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

NAYES: 0

ABSTAIN: 0

ABSENT: 2: Barnett, Matthews

There being 5 affirmative votes, the motion passed.

The closed session adjourned at 8:14 p.m. and the Board returned to open session.

ACTION ON CLOSED SESSION ITEMS

Release of the Meeting Minutes from Closed Sessions

A motion was made by Trustee Roalkvam and seconded by Trustee Looft to approve the release of the meeting minutes from the following closed sessions as discussed: 9/7/2016, 9/21/2016, 10/5/2016 and 11/16/2016.

On the roll call vote was:

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

NAYES: 0

ABSTAIN: 0

ABSENT: 2: Barnett, Matthews

There being 5 affirmative votes, the motion passed.

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

A motion was made by Trustee Roalkvam and seconded by Trustee Looft to approve the Resolution Authorizing the Destruction of Audio or Video Recordings of closed sessions as discussed including the recordings of the following dates: 9/7/2016, 9/21/2016, 10/5/2016 and 11/16/2016.

On the roll call vote was:

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

NAYES: 0

ABSTAIN: 0

ABSENT: 2: Barnett, Matthews

There being 5 affirmative votes, the motion passed.

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ADJOURNMENT

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

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

Vice President Battinus adjourned the meeting at 8:17 p.m.