

MINUTES
INDIAN TRAILS PUBLIC LIBRARY DISTRICT
70 WEST DUNDEE ROAD, BUFFALO GROVE, IL 60089
MEETING OF THE BOARD OF LIBRARY TRUSTEES
Wednesday, December 21, 2016, 7:15 P.M. - Programming Room

CALL TO ORDER

President Barnett called the meeting to order at 7:15 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, Mary Battinus, Henry Hackney Jr., W. Gene Looft, Bruce D. Matthews, and Donald Roalkvam

Absent: Mary Christel joined the meeting in progress at 7:43 p.m.

Also present were:

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

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: 6: Barnett, Battinus,, Hackney, Looft, Matthews, and Roalkvam

NAYES: 0

ABSTAIN: 0

ABSENT: 1: Christel

There being six affirmative votes, the motion passed.

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.

PUBLIC COMMENTS

None.

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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.

NEW BUSINESS

Cancellation of the January 4, 2017 Board Workshop

Trustee Roalkvam made a motion to approve the cancellation of the January 4, 2017 Board Workshop. Trustee Looft seconded the motion.

On the voice vote was:

AYES: 6: Barnett, Battinus, Hackney, Looft, Matthews, and Roalkvam

NAYES: 0

ABSTAIN: 0

ABSENT: 1: Christel

There being six affirmative votes, the motion passed.

Trustee Forum Approval for Trustee W. Gene Looft

Trustee Roalkvam made a motion to approve the travel expenses for Trustee W. Gene Looft to attend a Trustee Forum. Trustee Battinus seconded the motion.

On the roll call vote was:

AYES: 6: Barnett, Battinus, Hackney, Looft, Matthews, and Roalkvam

NAYES: 0

ABSTAIN: 0

ABSENT: 1: Christel

There being six affirmative votes, the motion passed.

Trustee Forum Approval for Trustee Henry Hackney, Jr.

Trustee Roalkvam made a motion to approve the travel expenses for Trustee Henry Hackney, Jr. to attend a Trustee Forum. Trustee Battinus seconded the motion.

On the roll call vote was:

AYES: 6: Barnett, Battinus, Hackney, Looft, Matthews, and Roalkvam

NAYES: 0

ABSTAIN: 0

ABSENT: 1: Christel

There being six affirmative votes, the motion passed.

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Trustee Forum Approval for Trustee Donald Roalkvam

Trustee Looft made a motion to approve the travel expenses for Trustee Donald Roalkvam to attend a Trustee Forum. Trustee Battinus seconded the motion.

On the roll call vote was:

AYES: 6: Barnett, Battinus, Hackney, Looft, Matthews, and Roalkvam

NAYES: 0

ABSTAIN: 0

ABSENT: 1: Christel

There being six affirmative votes, the motion passed.

Per Capita Grant Application

The annual Per Capita Grant Application was reviewed. Discussion was held and questions were answered.

Trustee Matthews made a motion to approve the Per Capita Grant Application. Trustee Looft seconded the motion.

On the voice vote was:

AYES: 6: Barnett, Battinus, Hackney, Looft, Matthews, and Roalkvam

NAYES: 0

ABSTAIN: 0

ABSENT: 1: Christel

There being six affirmative votes, the motion passed.

Trustee Christel joined the meeting in progress at 7:43 p.m.

Policy Manual Revisions

Trustee Looft made a motion to approve Policy Manual Reviews and Revisions for the Policies 1.20, 2.12, 2.22 and 2.31. Trustee Matthews seconded the motion.

On the roll call vote was:

AYES: 7: Barnett, Battinus, Christel, Hackney, Looft, Matthews, and Roalkvam

NAYES: 0

ABSTAIN: 0

ABSENT: 0:

There being seven affirmative votes, the motion passed.

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Antenna Intergovernmental Agreement

Director Shepard presented the renewal for the Intergovernmental Agreement between the Village of Wheeling and the Indian Trails Public Library District regarding the use of the 355 Schoenbeck facility roof to hold a relay antenna for the Village of Wheeling Police Department. Discussion was held and questions were answered.

Trustee Looft made a motion to approve the Antenna IGA. Trustee Roalkvam seconded the motion.

On the roll call vote was:

AYES: 7: Barnett, Battinus, Christel, Hackney, Looft, Matthews, and Roalkvam

NAYES: 0

ABSTAIN: 0

ABSENT: 0:

There being seven affirmative votes, the motion passed.

TREASURER'S REPORT

Treasurer Roalkvam presented the financial reports. The funds were in balance with a total of \$13,504,338.72 at the end of November, 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 #811

After reviewing selected invoices, Trustee Roalkvam made a motion to approve Warrant #811 for \$1,910,520.63. Trustee Looft seconded the motion.

On the roll call vote was:

AYES: 7: Barnett, Battinus, Christel, Hackney, Looft, Matthews, and Roalkvam

NAYES: 0

ABSTAIN: 0

ABSENT: 0:

There being seven affirmative votes, the motion passed.

PRESIDENT'S DISCUSSION

President Barnett shared the following with the Board of Trustees:

- Trustee Looft will be stepping down from his position on the Foundation Board
- Trustee Barnett will not be at the January meeting

DIRECTOR'S DISCUSSION

Director Shepard shared the following with the Board of Trustees:

- February 9, 2017: Wheeling's State of the Community Program at 7:00 p.m.

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- February 20, 2017: ILA Legislative Breakfast
- Foundation for the Indian Trails Public Library District is very near it's 2016 goal of \$10,000. There have been purchases of bricks worth \$3,450, and the year end appeal has netted almost \$1,000.

ADJOURNMENT

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

On the roll call vote was:

AYES: 7: Barnett, Battinus, Christel, Hackney, Looft, Matthews, and Roalkvam

NAYES: 0

ABSTAIN: 0

ABSENT: 0:

There being seven affirmative votes, the motion passed.

President Barnett adjourned the meeting at 8:17 p.m.