

MINUTES
INDIAN TRAILS PUBLIC LIBRARY DISTRICT
355 SCHOENBECK ROAD, WHEELING, ILLINOIS 60090
MEETING OF THE BOARD OF LIBRARY TRUSTEES
Wednesday, June 20, 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, Bruce Matthews
(*via phone*), Wendy Present, and Donald Roalkvam

Absent: None

Also present were:

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

Guests: Jamie Bulger

APPROVAL OF REMOTE ATTENDANCE

Trustee Matthews will be phoning in remotely. A motion is needed to formally approve Trustee Matthews' attendance via remote means. A motion was made by Trustee Looft and seconded by Trustee Roalkvam to approve the attendance of Trustee Bruce Matthews via electronic means.

On the roll call vote was:

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

NAYES: 0

ABSTAIN: 1: Matthews

ABSENT: 0

There being 6 affirmative votes, the motion passed.

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 Hackney to approve the Consent Agenda items.

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

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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 Battinus made a motion to approve Policy Manual updates to Policy 2.30 - Meeting Room Rental Policy as presented. Trustee Present seconded the motion.

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

NEW BUSINESS

Ordinance 212: Adopting Prevailing Wage Rates

Introduction of the yearly re-affirmation of the Indian Trails Public Library District's adherence to the prevailing wage rates. A motion was made by Trustee Roalkvam to approve Ordinance 212: Ordinance Adopting Prevailing Wage Rates as presented. Trustee Looft seconded the motion.

On the roll call vote was:

AYES: 7: Barnett, Battinus, Hackney, Looft, Matthews, Present, and Roalkvam
NAYES: 0
ABSTAIN: 0
ABSENT: 0

There being 7 affirmative votes, the motion passed.

Ordinance 213: Authorizing Public Library District Non-Resident Cards

A motion was made by Trustee Looft to approve Ordinance 213: Authorizing Public Library District Non-Resident Cards as presented. Trustee Battinus seconded the motion.

On the roll call vote was:

AYES: 7: Barnett, Battinus, Hackney, Looft, Matthews, Present, and Roalkvam
NAYES: 0
ABSTAIN: 0
ABSENT: 0

There being 7 affirmative votes, the motion passed.

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Ordinance 215: Tentative FY 2018/2019 Budget and Appropriation

A motion was made by Trustee Roalkvam to approve the tentative Budget Ordinance 215: Tentative FY 2018/2019 Budget and Appropriation as presented. Trustee Looft seconded the motion.

On the roll call vote was:

AYES: 7: Barnett, Battinus, Hackney, Looft, Matthews, Present, and Roalkvam
NAYES: 0
ABSTAIN: 0
ABSENT: 0

There being 7 affirmative votes, the motion passed.

Policy 2.36 - Charity Collection Container Policy

Trustee Battinus made a motion to approve new Policy 2.36 - Charity Collection Container Policy as presented. Trustee Roalkvam seconded the motion.

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

TREASURER'S REPORT

Treasurer Roalkvam presented the financial reports. The funds were in balance with a total of \$5,981,067.59 at the end of May, 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 #829

After reviewing selected invoices, Trustee Roalkvam made a motion to approve Warrant #829 for \$483,356.87. Trustee Looft seconded the motion.

On the roll call vote was:

AYES: 7: Barnett, Battinus, Hackney, Looft, Matthews, Present, and Roalkvam
NAYES: 0
ABSTAIN: 0
ABSENT: 0

There being 7 affirmative votes, the motion passed.

PRESIDENT'S DISCUSSION

President Barnett invited the Board to attend the Recruit and Retain Top Talent breakfast held in the Lake-Cook room, hosted by the Buffalo Grove Lincolnshire Chamber of Commerce on June 27, 2018, from 7:30-9:00 a.m. President Barnett also enjoyed the History of the Library video.

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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 Roalkvam to move to closed session pursuant to ILCS, Chapter 5, 120/2.(c)(3): The selection of a person to fill a public office, as defined in this Act, including a vacancy in a public office, when the public body is given power to appoint under law or ordinance, or the discipline, performance or removal of the occupant of a public office, when the public body is given power to remove the occupant under law or ordinance. Trustee Looft seconded the motion.

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

The meeting moved to closed session at 8:35 p.m.

RETURN TO OPEN SESSION

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

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

The closed session adjourned at 8:43 p.m. and the Board returned to open session.

ADJOURNMENT

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

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

President Barnett adjourned the meeting at 8:44 p.m.