

**INDIAN TRAILS PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
LIBRARY BOARD MEETING
WEDNESDAY, DECEMBER 19, 2007**

CALL TO ORDER

President Roalkvam called the meeting to order at 7:15 p.m. in the library at 355 South Schoenbeck Road, Wheeling, Illinois.

ATTENDANCE

The following trustees were present:

Adam Gluckman	Pat Murray
Donald Roalkvam	Earl Sabes
Wally Salganik	Doris Wagner

Also present were:

Director Tamiye Meehan, Chris Gibson, Mike Jackiw, Richard Karels, Greg Mueller and Susan Beal Swenson.

Trustee Hackney notified the board president of his absence.

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 Murray and seconded by Trustee Wagner that the Consent Agenda be approved.

On the roll call the vote was:

AYES:	6-Gluckman, Murray, Roalkvam, Sabes, Salganik, & Wagner
NAYES:	0
ABSTAIN:	0
ABSENT:	1-Hackney

There being six affirmative votes, the motion was approved.

COMMENTS ON STAFF REPORTS

The board asked for clarification on various reports.

ADDITIONS TO THE AGENDA

President Roalkvam added a discussion on the entertainment for next year's staff holiday party to the agenda.

TREASURER'S REPORT AND WARRANT

A. Treasurer's Report Trustee Salganik reported that the funds were in balance with a total of \$5,793,947.50 in the various accounts.

B. Warrant #703: After discussion, Trustee Murray made a motion to table warrant #703 pending further discussion. Trustee Wagner seconded the motion. The motion carried by a voice vote of 6-0-1.

C. RFP for Auditor: Susan Beal told the board that she prepared the RFP and was ready to send it out to accounting firms specializing in government and library agencies. This process should occur about every five years.

PRESIDENT'S ITEMS

A. National Library Legislative Day: President Roalkvam reminded the board to make travel reservations early if they're planning to attend National Library Legislative Day in May 2008 and want to stay in the ALA housing block. The ILA housing block will be announced in February.

B. Illinois Advocacy Day: President Roalkvam reminded the board to make room reservations early if they're planning to attend Illinois Advocacy Day breakfast on April 10, 2008. Director Meehan urged the board, if at all possible, to attend the breakfast as it provides one-on-one time with legislators before they begin their busy schedules.

ADMINISTRATOR'S ITEMS

A. Chris Gibson Appointed as New Associate Director, Public Communications: Director Meehan informed the board that Christine Gibson had accepted the position of Associate Director, Public Communications replacing Kathleen Simonetta.

B. Used Staff PC's: Mike Jackiw noted that there are about 20 used staff PC's that have been donated to the Friends of the Library. The Friends are offering them to staff members and trustees for a modest sum.

FOUNDATION ACTIVITIES

Trustee Murray noted that the Foundation has two new directors and that the Foundation's annual meeting and dinner will take place in January.

NSLS REPRESENTATIVE'S REPORT

Trustee Wagner reported the following: NSLS has a new information packet, a copy of which was passed around. The board is urged to write their legislators in support of a state bill requiring all children to have access to a library media specialist. A new brochure with the professional development programs offered for 2008 at NSLS was distributed.

UNFINISHED BUSINESS

A. Proposal to Close on Thanksgiving Eve: President Roalkvam tabled discussion on the proposal to close on Thanksgiving Eve until the next meeting.

NEW BUSINESS for announcement, deliberation and /or discussion only; no official action will be taken.

A. Entertainment for the Staff Holiday Party: Trustee Wagner led a discussion about other options for entertainment at future staff holiday parties. Richard Karels will bring the suggestions to the next Staff Concerns meeting and report back to the board. The board decided not to pay the deposit fee for the DJs for next year's party until entertainment was decided upon.

Warrant #703: After reviewing selected invoices, Trustee Salganik made a motion to approve Warrant #703 for \$348,266.90, minus the \$400 check due to Bob Heer and John Teevans for DJ

services at the staff holiday party and a deposit for next year's party. Trustee Murray seconded the motion.

On the roll call the vote was:

AYES: 6-Gluckman, Murray, Roalkvam, Sabes, Salganik, & Wagner
NAYES: 0
ABSTAIN: 0
ABSENT: 1-Hackney

There being six affirmative votes, the motion was approved.

With the approval of the library board, Susan Beal will write a check out of the petty cash fund for the \$200 due the DJs for services at the 2007 staff holiday party.

EXECUTIVE SESSION

Executive Session: Pursuant to Illinois Compiled Statutes, Chapter 5, Act 120/2 (c) (1) The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body...

A motion was made by Trustee Wagner and seconded by Trustee Sabes to adjourn to Executive Session after a short recess.

On the roll call the vote was:

AYES: 6-Gluckman, Murray, Roalkvam, Sabes, Salganik, & Wagner
NAYES: 0
ABSTAIN: 0
ABSENT: 1-Hackney

There being six affirmative votes, the motion was approved at 8:55 p.m.

The meeting moved to Executive Session at 9:07 p.m. after a short recess.

A motion was made by Trustee Murray and seconded by Trustee Gluckman to return to the open meeting at 10:20 p.m.

On the roll call the vote was:

AYES: 6-Gluckman, Murray, Roalkvam, Sabes, Salganik, & Wagner
NAYES: 0
ABSTAIN: 0
ABSENT: 1-Hackney

There being six affirmative votes, the motion was approved.

A motion was made by Trustee Murray to continue the Board Meeting on January 2, 2008 at 7:15 pm. for the purpose of finishing executive session business. Trustee Gluckman seconded the motion. On the roll call the vote was:

AYES: 6-Gluckman, Murray, Roalkvam, Sabes, Salganik, & Wagner
NAYES: 0
ABSTAIN: 0

ABSENT: 1-Hackney

ADJOURNMENT

A motion was made by Trustee Murray and seconded by Trustee Gluckman to adjourn the meeting.

On the roll call the vote was:

AYES: 6-Gluckman, Murray, Roalkvam, Sabes, Salganik, & Wagner

NAYES: 0

ABSTAIN: 0

ABSENT: 1-Hackney

There being six affirmative votes, the motion was approved.

The meeting adjourned at 10:21 p.m.