

**INDIAN TRAILS PUBLIC LIBRARY DISTRICT  
BOARD OF TRUSTEES  
LIBRARY BOARD MEETING  
WEDNESDAY, JUNE 15, 2011**

**CALL TO ORDER**

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

**ATTENDANCE**

On the roll call, the following trustees were present:

Present: 6: Louise Barnett, Henry Hackney Jr., W. Gene Looft, Donald Roalkvam, Doris Wagner, and Wally Salganik  
Absent: None

Also present were:

Director Michael Madden, Chris Gibson, Robin Smith, Mike Jackiw, Earl Sabes, Greg Mueller, Susan Beal, and Cherie Bott, Recorder of Minutes.

Guests: Mary Christel, Patty Murray, Rachel Levin (The Daily Herald), Attorney Roger Ritzman and Chris Dallavo.

**EXECUTIVE SESSION**

**A: Executive Session:** Pursuant to Illinois Compiled Statutes, Chapter 5, Act 120/2 (c) (11) Litigation, when an action against, affecting or on behalf of a particular public body has been filed and is pending before a court or administrative tribunal.....

A motion was made by Trustee Hackney and seconded by Trustee Looft to move to Executive Session after a short recess.

On the roll call the vote was:

AYES: 6-Barnett, Hackney, Looft, Roalkvam, Salganik & Wagner  
NAYES: 0  
ABSTAIN: 0  
ABSENT: 0

There being six affirmative votes, the motion to move to Executive Session was approved at 7:17 p.m.

The meeting moved to Executive Session at 7:19 p.m. after a short recess.

A motion was made by Trustee Hackney and seconded by Trustee Barnett to return to the open meeting at 8:05 p.m.

On the roll call the vote was:

AYES: 6-Barnett, Hackney, Looft, Roalkvam, Salganik & Wagner  
NAYES: 0  
ABSTAIN: 0  
ABSENT: 0

There being six affirmative votes, the motion to return to the open meeting was approved

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

Corrections were called for and made on the Minutes: Board Meeting – May 25, 2011, and Minutes: Board Meeting – June 1, 2011.

On the roll call the vote was:

AYES: 6-Barnett, Hackney, Looft, Roalkvam, Wagner, and Salganik  
NAYES: 0  
ABSTAIN: 0  
ABSENT: 0

There being six affirmative votes, the motion was approved as corrected.

**COMMENTS ON STAFF REPORTS**

The board asked for clarification on various reports, which was provided by staff.

**PUBLIC COMMENTS:** None.

**ADDITIONS TO THE AGENDA:**

- A. Outside RFID induction screen.**
- B. Renewal of Mueller Building Services contract.**
- C. Credit Seminar at the library.**
- D. Highland Park student flyer.**
- E. ILA Convention in October at the Stephens Convention Center, Rosemont, IL**

**APPOINTMENT OF NEW TRUSTEE:**

Secretary Wagner administered the Oath of Office to newly appointed trustee Mary Christel.

**TREASURER’S REPORT AND WARRANT**

**A. Treasurer’s Report:** Trustee Roalkvam reported that the funds were in balance with a total of \$7,384,484.43 at the end of May in the various accounts.

**B. Warrant #745:** After reviewing selected invoices, Trustee Roalkvam made a motion to approve Warrant #745 for \$501,512.51. Trustee Looft seconded the motion.

On the roll call the vote was:

AYES: 7-Barnett, Christel, Hackney, Looft, Roalkvam, Wagner and Salganik  
NAYES: 0  
ABSTAIN: 0  
ABSENT: 0

There being seven affirmative votes, the motion was approved.

**PRESIDENT’S ITEMS**

**A. Committee Appointments:**

The Committee Appointments were made:

**1. Finance Committee:**

Wally Salganik, Gene Looft, Donald Roalkvam

**2. Policy Committee:**

Wally Salganik, Doris Wagner, Louise Barnett, Mary Christel, Henry Hackney, Jr.

**B. Referendum update:** No report

**C. Approval of consultant contract to assist with the search for a new director & continued search process:**

Trustee Barnett made a motion to accept the contract from Miriam Pollack and Associates to conduct the new director’s search. Trustee Hackney seconded the motion.

On the roll call the vote was:

AYES: 7-Barnett, Christel, Hackney, Looft, Roalkvam, Wagner and Salganik  
NAYES: 0  
ABSTAIN: 0  
ABSENT: 0

There being seven affirmative votes, the motion was approved.

**E. Recording personnel for Board minutes:**

Cherie Bott will be assisting as Recorder of Minutes for a trial basis.

**F. Credit Seminar:**

Trustees were requested to attend, if possible, a credit seminar on June 20, 2011 from 6:30 to 9:00 pm at the library.

**G. Highland Park Student Flyer posting at Indian Trails Public Library**

Discussion tabled at this time.

**ADMINISTRATOR'S ITEMS.**

**A. PHCC Lease Renewal:**

Trustee Wagner made a motion to accept the lease presented for the Prospect Heights Convenience Center for \$781.67 per month for the rent, and \$299.26 per month for Common Area Maintenance. Trustee Looft seconded the motion.

On the roll call the vote was:

AYES: 7-Barnett, Christel, Hackney, Looft, Roalkvam, Wagner and Salganik

NAYES: 0

ABSTAIN: 0

ABSENT: 0

There being seven affirmative votes, the motion was approved.

**B. Fence repair update:**

The fence is done and the area cleaned. Now awaiting the survey from the Village of Wheeling.

**C. Wall donation limits:**

A presentation and proposal was made by Chris Gibson. The Board will review the information presented.

**D. Outside RFID induction screening :**

Mr. Madden reported that discussion is continuing with 3M.

**E. Renewal of Mueller Building Services contract:**

A motion was made by Trustee Looft and seconded by Trustee Hackney for the renewal of Mueller Building Services contract for a three year period from 7/01/11 to 6/30/14.

On the roll call the vote was:

AYES: 7-Barnett, Christel, Hackney, Looft, Roalkvam, Wagner and Salganik

NAYES: 0

ABSTAIN: 0

ABSENT: 0

There being seven affirmative votes, the motion was approved.

**FOUNDATION/FRIENDS/ADVOCATES UPDATES:**

Foundation:

Trustee Looft reported that there is a modified Phase I brick donation and garden revamp plan. Finish timeline is expected to be the latter part of September.

Friends: - No report.

**ILA and NSLS UPDATES:**

NSLS

Trustees Barnett and Wagner will be attending the final meeting of NSLS. On July 1, 2011, the new organization will be known as RAILS.

ILA:

The annual meeting will be held October 18-20, 2011 at the Stephens Convention Center, Rosemont, IL. Early registration beginning August 22 was recommended.

**UNFINISHED BUSINESS**

**Meeting start time:** No change at this time. It will remain at 7:15 PM.

**Status of Bookmobile case:**

Chris Gibson reported that a judicial hearing is expected at the end of the month or early July.

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

**EXECUTIVE SESSION**

**A: 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... and (c) (2) ...deliberations concerning salary schedules for one or more classes of employees...and (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.

A motion was made by Trustee Barnett and seconded by Trustee Hackney to move to Executive Session after a short recess.

On the roll call the vote was:

AYES:	7- Barnett, Christel, Hackney, Looft, Roalkvam, Salganik & Wagner
NAYES:	0
ABSTAIN:	0
ABSENT:	0

There being seven affirmative votes, the motion to move to Executive Session was approved at 9:17 p.m.

The meeting moved to Executive Session at 9:22 p.m. after a short recess.

A motion was made by Trustee Looft and seconded by Trustee Hackney to return to the open meeting at 9:53 p.m.

On the roll call the vote was:

AYES:	7-Barnett, Christel, Hackney, Looft, Roalkvam, Salganik & Wagner
NAYES:	0
ABSTAIN:	0
ABSENT:	0

There being seven affirmative votes, the motion to return to the open meeting was approved

**ACTION ON EXECUTIVE SESSION ITEMS:**

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**ADJOURNMENT**

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

On the roll call the vote was:

AYES:	7-Barnett, Christel, Hackney, Looft, Roalkvam, Salganik & Wagner
NAYES:	0
ABSTAIN:	0
ABSENT:	0

There being seven affirmative votes, the motion was approved.

The meeting adjourned at 9:54 p.m.