

**INDIAN TRAILS PUBLIC LIBRARY DISTRICT
MINUTES – LIBRARY BOARD MEETING
WEDNESDAY, FEBRUARY 18, 2015**

CALL TO ORDER

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

ATTENDANCE

On the roll call, the following trustees were present:

Present: 5: Mary Battinus, Mary Christel, Gene Looft, Donald Roalkvam and Walter Salganik

Absent: 2: Louise Barnett, and Henry Hackney Jr.

Trustee Hackney joined the meeting in progress at 7:36 p.m.

Also present were: Director Brian Shepard, Administrative Services Manager Susan Beal, Human Resources Manager Jennifer Wonsowicz, and Maintenance Manager Greg Mueller

Guests: Rich Rosen, Wheeling Park District Trustee and Bruce Matthews

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 THE CONSENT AGENDA

A motion was made by Trustee Looft and seconded by Trustee Christel to approve the Consent Agenda items.

On the roll call the vote was:

AYES: 5–Battinus, Christel, Looft, Roalkvam, and Salganik

NAYES: 0

ABSTAIN: 0

ABSENT: 2 – Barnett, and Hackney

There being five affirmative votes, the motion passed.

COMMENTS ON STAFF REPORTS

The Trustees commented positively on the following:

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- The attendance at programs, including music, English as a Second Language, and 1000 Books Before Kindergarten (including special story-times)
- The number of canned goods collected for Food for Fines
- Interest in library services as shown by the website visit report

The Trustees asked for, and were provided with, further information on the following:

- Comment card summaries
- DVD fines
- Sirsi's system failure.

PUBLIC COMMENTS

Rich Rosen of the Wheeling Park District:

- Expressed his appreciation for the integration between the taxing districts, in particular the Inter-governmental agreements.
- Voiced anticipation for the library's upcoming renovation, and extended an offer of help when/if possible.
- Thanked the Board for the Community Breakfast, and the networking opportunities it offered.
- Expressed interest in the children's area of the new Foundation/Friends/Children's Advocates' group.

Bruce Matthews:

- Thanked the Board for the invitation to the State of the Library Breakfast, and the input he received during it.
- Mentioned his attendance at the ILA Legislative Breakfast, and his appreciation that the legislators had paid attention to the details discussed.

TREASURER'S REPORT

Trustee Roalkvam requested that Director Shepard present the Treasurer's Report. Director Shepard reported that the funds were in balance with a total of \$10,547,949.75 at the end of January 2015 in the various accounts.

A motion was made by Trustee Looft and seconded by Trustee Roalkvam to accept the Treasurer's Report for January 2015.

On the roll call the vote was:

AYES: 6- Battinus, Christel, Hackney, Looft, Roalkvam, and Salganik
NAYES: 0
ABSTAIN: 0
ABSENT: 1- Barnett

There being six affirmative votes, the motion passed.

Trustee Hackney joined the meeting in progress at 7:36 p.m.

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TREASURER’S WARRANT #789

After reviewing selected invoices, Trustee Roalkvam made a motion to approve Warrant #789 for \$468,970.61. Trustee Battinus seconded the motion.

On the roll call the vote was:

AYES: 6– Battinus, Christel, Hackney, Looft, Roalkvam, and Salganik
NAYES: 0
ABSTAIN: 0
ABSENT: 1- Barnett

There being six affirmative votes, the motion passed.

PRESIDENT’S DISCUSSION

President Salganik:

- Summarized the comments he received during the “Trustee in the Lobby” event.
- Summarized the information he gained at ILA’s Trustee Forum.
 - All trustees contributing to the agenda
 - Written rules for public comment
 - Employment background checks
- Reminded the Trustees of the following dates:
 - State of the Village of Wheeling and City of Prospect Heights Lunch on 02/25/2015
 - National Library Legislative Day on 05/05/2015
 - ALA Annual Conference in San Francisco on 06/25/2015-06/30/2015
 - ILA Annual Conference in Peoria on 10/22/2015-10/24/2015

DIRECTOR’S DISCUSSION:

Director Shepard:

- Reported that he had submitted a presentation proposal for ILA based on the Harwood Institute community aspiration conversations.
- Suggested that the RAILS “Short Takes for Trustees” video series be presented at upcoming Board Workshops, based on interest expressed by Trustees Salganik and Roalkvam.
- Thanked the Board for their attendance at both the Library’s State of the Library breakfast, and the ILA Legislative Breakfast. Both meetings were very successful.

FOUNDATION, FRIENDS AND CHILDREN’S ADVOCATES UPDATE

The annual meeting for the Foundation was held on January 27, 2015 at 6:00 p.m. at the main library building. There have been several individuals who have

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expressed an interest in contributing to the combined group. These individuals will be contacted accordingly.

UNFINISHED BUSINESS:

Policy Revision: Human Resources Policies:

A motion was made by Trustee Battinus to approve the Human Resources Policies as revised and to include a revision to section 7.11 Military Duty to read: "The library will supplement an employee's pay for up to one year while on Military duty to make up the difference from their military pay and their library pay." Trustee Looft seconded the motion.

On the roll call the vote was:

AYES: 6- Battinus, Christel, Hackney, Looft, Roalkvam and Salganik
NAYES: 0
ABSTAIN: 0
ABSENT: 1- Barnett

There being six affirmative votes, the motion passed.

Selection of Investment Advisor.

A motion was made by Trustee Roalkvam to approve retain Ehlers Investment Partners as the Investment Advisor for the Indian Trails Public Library District. Trustee Looft seconded the motion.

On the roll call the vote was:

AYES: 6—Battinus, Christel, Hackney, Looft, Roalkvam, and Salganik
NAYES: 0
ABSTAIN: 0
ABSENT: 1- Barnett

There being six affirmative votes, the motion passed.

Renovation Information and Discussion

Director Shepard updated the Board on:

1. The response to Request for Qualifications for a construction manager, and the planned process for qualification review.

2. A preliminary project schedule based on estimates from the architect.

NEW BUSINESS

None.

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ADJOURNMENT

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

On the roll call the vote was:

AYES: 6—Battinus, Christel, Hackney, Looft, Roalkvam, and Salganik

NAYES: 0

ABSTAIN: 0

ABSENT: 1- Barnett

There being six affirmative votes, the motion passed. President Salganik adjourned the meeting at 8:41 p.m.