

**INDIAN TRAILS PUBLIC LIBRARY DISTRICT
MINUTES – LIBRARY BOARD MEETING
WEDNESDAY, MARCH 25, 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: 7: Louise Barnett, Mary Battinus, Mary Christel, Henry Hackney Jr.
Gene Looft, Donald Roalkvam and Walter Salganik

Absent: 0

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

Guests: 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 Roalkvam to approve the Consent Agenda items.

On the roll call the vote was:

AYES: 7–Barnett, Battinus, Christel, Hackney, Looft, Roalkvam, and Salganik

NAYES: 0

ABSTAIN: 0

ABSENT: 0

There being seven affirmative votes, the motion passed.

COMMENTS ON STAFF REPORTS

Members of the Board of Trustees commented on the departmental reports. Director Shepard answered questions as needed. The Board requested further information on:

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- The library not being part of CCS, which was found to be too expensive to join.
- The status of the knitting club: it has not disbanded, it has just reduced the number of meetings
- The circulation statistics were holding steady at the branch, but continue to be lower at the main library.
- The status of speak-outs that are given to staff, which will be addressed in the reporting given to the Board in the future.
- The difference in tallying member assistance at the service desks, for which guidelines are being put into place.

Favorable comments included:

- The Board members were impressed that a child has finished the 1,000 book before kindergarten member challenge.
- The Board members are looking forward to the Tech Fair
- The Board members were pleased to see staff had attended ALA Midwinter and a Laconi serials workshop.

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 \$10,753,785.81 at the end of February 2015 in the various accounts.

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

On the roll call the vote was:

AYES: 7–Barnett, Battinus, Christel, Hackney, Looft, Roalkvam, and Salganik
NAYES: 0
ABSTAIN: 0
ABSENT: 0

There being seven affirmative votes, the motion passed.

TREASURER’S WARRANT #790

After reviewing selected invoices, Trustee Roalkvam made a motion to approve Warrant #790 for \$455,789.49. Trustee Barnett seconded the motion.

On the roll call the vote was:

AYES: 7–Barnett, Battinus, Christel, Hackney, Looft, Roalkvam, and Salganik
NAYES: 0
ABSTAIN: 0

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ABSENT: 0

There being seven affirmative votes, the motion passed.

PUBLIC COMMENTS

Bruce Matthews answered a terminology question the Board had in regards to land surveying done for the library.

PRESIDENT’S DISCUSSION

President Salganik:

- Reminded the Trustees of the following dates:
 - 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:

- Invited the Board members to the Laconi Trustees Dinner 04/14/2015
- Commented that staff members were participating in “Person In Charge” training.
- Commented that he and Susan Dennison would be holding a breakfast meeting for perspective foundation board members.
- Thanked the Board for moving the March board meeting back 1 week so he could attend the Rotary International work trip last week.

FOUNDATION, FRIENDS AND CHILDREN’S ADVOCATES UPDATE

- The Transition Committee has been working on completing the new by-laws.
- The Committee is also following up with possible member and director candidates.

UNFINISHED BUSINESS:

2015 Library Goals:

Director Shepard presented the 2015 Library Goals.

A motion was made by Trustee Barnetto approve 2015 Library Goals. Trustee Looft seconded the motion.

On the roll call the vote was:

AYES: 7–Barnett, Battinus, Christel, Hackney, Looft, Roalkvam, and Salganik
NAYES: 0
ABSTAIN: 0

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ABSENT: 0

There being seven affirmative votes, the motion passed.

Renovation Information and Discussion

Director Shepard updated the Board on:

1. Full Board interviews of the top construction manager candidates will be April 1, 2015.
2. The architects are working on the designs, and will be presenting the most recent version to the Board on May 6, 2015.
3. The architects are discussing preliminary parking lot designs with the Village of Wheeling and include approximately 30 new spaces.

Change of Start Time for the April 1, 2015 Workshop to 6:30 p.m.

A motion was made by Trustee Roalkvam to change the start time of the April 1, 2015 Workshop from 7:15p.m. to 6:30 p.m. Trustee Looftseconded the motion.

On the roll call the vote was:

AYES: 7–Barnett, Battinus, Christel, Hackney, Looft, Roalkvam, and Salganik
NAYES: 0
ABSTAIN: 0
ABSENT: 0

There being seven affirmative votes, the motion passed.

NEW BUSINESS

Trustees Looft and Roalkvam recapped their “Trustee in the Library” afternoon. The public made a variety of great comments and a picture was taken by a journalist of the event. They shared 2 patron concerns

- The lack of preprinted income tax forms in comparison to the past, as the IRS is not sending the number of forms they used to.
- The change in the variety of adult programming

CLOSED SESSION

Pursuant to Illinois Compiled Statute, Chapter 5, ILCS Act 120/2(c)(21) for 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, and

Chapter 5, ILCS Act 120/2(c)(1) The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body....

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A motion was made by Trustee Christel and seconded by Trustee Barnett to move to Closed Session.

On the roll call the vote was:

AYES: 7 – Barnett, Battinus, Christel, Hackney, Looft, Roalkvam, and Salganik
NAYES: 0
ABSTAIN: 0
ABSENT: 0

There being seven affirmative votes, the motion passed.

The meeting moved to Closed Session at 8:36 p.m.

A motion was made by Trustee Christal and seconded by Trustee Barnett to adjourn the Closed Session, and return to Regular Session.

On the roll call, the vote was:

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

There being seven affirmative votes, the motion passed.

The Closed Session adjourned at 8:59 p.m.

The Board returned to Regular Session at 9:00 p.m.

ACTIONS RESULTING FROM THE EXECUTIVE SESSION, IF REQUIRED

No action required.

ADJOURNMENT

A motion was made by Trustee Barnett and seconded by Trustee Christel to adjourn the meeting.

On the roll call the vote was:

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

There being seven affirmative votes, the motion passed.

President Salganik adjourned the meeting at 9:00 p.m.