

**INDIAN TRAILS PUBLIC LIBRARY DISTRICT
MINUTES – LIBRARY BOARD MEETING
WEDNESDAY, MAY 20, 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, Managers Susan Beal, Susan Dennison, Mike Jackiw and Greg Mueller

Guests: Trustee Elect: Bruce Matthews

OATH OF OFFICE FOR THE NEWLY ELECTED TRUSTEES:

Susan Beal, Notary, administered the Oath of Office for the newly elected trustees: Bruce D. Matthews, Donald Roalkvam, and Walter Salganik.

Trustee Barnett made a motion for a brief recess to celebrate the retirement from the Board of Trustee Looft and the swearing in of Trustees Matthews, Roalkvam and Salganik. Trustee Christel seconded the motion.

On the roll call the vote was:

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

NAYES: 0

ABSTAIN: 0

ABSENT: 0

There being seven affirmative votes, the motion passed and the meeting went into recess at 7:21p.m.

Trustee Hackney made a motion for the meeting to resume. Trustee Roalkvam seconded the motion.

On the roll call the vote was:

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

NAYES: 0

ABSTAIN: 0

ABSENT: 0

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There being seven affirmative votes, the motion passed and the meeting resumed at 7:36 p.m.

ELECTION OF BOARD OFFICERS:

The Nominating Committee brought forth the following slate of officers:

President:	Walter Salganik
Vice President:	Louise Barnett
Treasurer:	Donald Roalkvam
Secretary:	Mary Christel

A motion was put forth by Trustee Barnett to elect the slate as presented. Trustee Roalkvam seconded the motion.

On the roll call the vote was:

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

NAYES: 0

ABSTAIN: 0

ABSENT: 0

There being seven 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 THE CONSENT AGENDA

A motion was made by Trustee Barnett and seconded by Trustee Christel 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.

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COMMENTS ON STAFF REPORTS

Questions were asked and answers given by Director Shepard regarding:

- Lower revenues from the Friends' book sale
- Number of personal member devices utilizing the Library's Wi-Fi
- Links to other governmental websites

PUBLIC COMMENTS:

Gene Looft thanked the Board and staff the many memories he is taking with him as he retires from the Board, and is looking forward to watching the Library's future accomplishments.

TREASURER'S REPORT

Trustee Roalkvam reported that the funds were in balance with a total of \$11,594,175.60 at the end of April 2015 in the various accounts.

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

On the roll call the vote was:

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

There being seven affirmative votes, the motion passed.

TREASURER'S WARRANT #792

After reviewing selected invoices, Trustee Roalkvam made a motion to approve Warrant #792 for \$530,781.46. Trustee Matthews seconded the motion.

On the roll call the vote was:

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

There being seven affirmative votes, the motion passed.

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PRESIDENT’S DISCUSSION

President Salganik:

- Reminded the Trustees of the following:
 - ALA Annual Conference in San Francisco on 6/25/2015-6/30/2015
 - ILA Annual Conference in Peoria on 10/22/2015-10/24/2015
 - PLA Bi-Annual Conference in Denver 4/05/2016-4/09/2015

DIRECTOR’S DISCUSSION:

Director Shepard updated the Board on:

- The 2015 Illinois Library Laws & Rules book from the Illinois Library Association is now available. 3 copies have been ordered for distribution to the Director, the Business Office, and a copy to circulate among the Trustees.
- The Management Team underwent multi-cultural training stressing providing services to our multi-cultural members. The training will also be presented to line staff at a future meeting.
- The architects and construction management firm have been meeting. The next workshop is to involve a presentation of the current plans, and the firms have requested an extra week to prepare. In order to accommodate this, it is requested that the 6/3/2015 workshop be moved to 6/10/2015. The Board approved the change.

UNFINISHED BUSINESS:

Approval of Construction Management Contract:

Discussion was held regarding the Construction Management contract as negotiated with Shales McNutt Construction for the upcoming 355 Schoenbeck Road renovation.

A motion was made by Trustee Christel to approve the Construction Manager contract with the terms outlined in the draft contract of May 14th, 2015 pending final legal review by the Library’s attorney. Trustee Matthews seconded the motion.

On the roll call the vote was:

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

There being seven affirmative votes, the motion passed.

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APPROVAL OF POLICIES:

A motion was made by Trustee Barnett to approve the following policies as presented.

- 3.22 Inter-Library Loan
- 3.30 Internet and Computer Use
- 3.31 Member Use of Social Media
- 3.40 Collection Development
- 3.51 Reference Services
- 3.52 Library Programming
- 3.53 Outreach and Homebound Services

Trustee Matthews seconded the motion.

On the roll call the vote was:

AYES: 6–Barnett, Battinus, Christel, Hackney, Matthews and Salganik

NAYES: 0

ABSTAIN: 1- Roalkvam

ABSENT: 0

There being six affirmative votes, the motion passed

NEW BUSINESS

Director Shepard presented draft budget numbers for FY2015-16 for the Board's discussion and comments.

President Salganik appointed the following committees:

- Finance Committee
 - Bruce Matthews
 - Don Roalkvam
 - Wally Salganik
- Policy Committee
 - Louise Barnett
 - Mary Battinus
 - Mary Christel
 - Henry Hackney
 - Wally Salganik

A meeting of the Finance Committee was scheduled for June 3, 2015 at 3:30 p.m.

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ADJOURNMENT

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

On the roll call the vote was:

AYES: 7- Barnett, Battinus, Christel, Hackney, Matthews, Roalkvam, and Salganik.

NAYES: 0

ABSTAIN: 0

ABSENT: 0

There being seven affirmative votes, the motion passed.
President Salganik adjourned the meeting at 9:03 p.m.