

**INDIAN TRAILS PUBLIC LIBRARY DISTRICT
MINUTES – LIBRARY BOARD MEETING
WEDNESDAY, OCTOBER 21, 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 Christel, Henry Hackney J., Bruce D. Matthews, Donald Roalkvam and Walter Salganik

Absent: 2: Louise Barnett and Mary Battinus

Also present were:

Staff: Director Brian Shepard, Susan Beal, Susan Dennison, Greg Mueller and Matt Teske

Guests: John Cutrera, BKD LLP.

ADDITIONS TO THE AGENDA

Travel Expenses

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 Roalkvam and seconded by Trustee Christel to approve the Consent Agenda items.

AYES: 5 - Christel, Hackney, Matthews, Roalkvam, and Salganik

NAYES: 0

ABSTAIN: 0

ABSENT: 2- Barnett and Battinus

There being five affirmative votes, the motion passed.

COMMENTS ON STAFF REPORTS

The Board discussed the staff reports and comments on a variety of initiatives that were included in this month's report.

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TREASURER’S REPORT

Trustee Roalkvam reported that the funds were in balance with a total of \$13,347,587.33 at the end of September 2015 in the various accounts.

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

AYES: 5 - Christel, Hackney, Matthews, Roalkvam, and Salganik
NAYES: 0
ABSTAIN: 0
ABSENT: 2 - Barnett and Battinus

There being five affirmative votes, the motion passed.

TREASURER’S WARRANT #797

After reviewing selected invoices, Trustee Roalkvam made a motion to approve Warrant #797 for \$518,487.82. Trustee Matthews seconded the motion.

On the roll call the vote was:

AYES: 5 - Christel, Hackney, Matthews, Roalkvam, and Salganik
NAYES: 0
ABSTAIN: 0
ABSENT: 2- Barnett and Battinus

There being five affirmative votes, the motion passed.

PRESIDENT’S DISCUSSION

President Salganik:

- Reminded the Trustees of the following:
 - Taste of the Town on October 28, 2015
 - ILA Annual Conference in Peoria on 10/22/2015-10/24/2015
 - PLA Bi-Annual Conference in Denver 04/05/2016-04/09/2015

DIRECTOR’S DISCUSSION:

Director Shepard

- Shared the news that the Library received the Reflejos “Reflecting Excellence” award
- Invited the Trustees to lunch for Staff Institute Day on 11/20/15 at 12:15pm
- Reminded the Board that he will be presenting at ILA 10/22/15

PUBLIC COMMENTS:

None

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UNFINISHED BUSINESS:

2014-2015 Fiscal Reports:

John Cutrera of BKD LLP reviewed the audited financial reports for the 2014-2015 fiscal year. Questions from the Board were addressed.

After reviewing the 2014-2015 Fiscal Year Reports, Trustee Roalkvam made a motion to approve the 2014-2015 Fiscal Year Audited Financial Reports. Trustee Matthews seconded the motion.

On the roll call the vote was:

AYES: 5 - Christel, Hackney, Matthews, Roalkvam, and Salganik

NAYES: 0

ABSTAIN: 0

ABSENT: 2 - Barnett and Battinus

There being five affirmative votes, the motion passed.

Banking Services:

Director Shepard brought the recommendation to switch to Buffalo Grove Bank and Trust for the Library's local banking operations services. Discussion was held and questions were answered.

Trustee Christel made a motion to approve the use of Buffalo Grove Bank and Trust as the Library's local banking operations vendor. Trustee Matthews seconded the motion.

On the roll call the vote was:

AYES: 5 - Christel, Hackney, Matthews, Roalkvam, and Salganik

NAYES: 0

ABSTAIN: 0

ABSENT: 2 - Barnett and Battinus

There being five affirmative votes, the motion passed.

Insurance Renewal:

Director Shepard brought the following insurance policy renewals to the Board: Workers Compensation, Directors and Officers coverage, and Data Breach. Discussion was held and questions were answered.

Trustee Roalkvam made a motion to approve the Workers Compensation, Directors and Officers and Data Breach insurance policy renewals as discussed. Trustee Christel seconded the motion.

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On the roll call the vote was:

AYES: 5 - Christel, Hackney, Matthews, Roalkvam, and Salganik
NAYES: 0
ABSTAIN: 0
ABSENT: 2 - Barnett and Battinus

There being five affirmative votes, the motion passed.

LIMRiCC By-laws and Intergovernmental Agreement:

Director Shepard presented the amended LIMRiCC By-laws and Intergovernmental Agreement. Discussion was held and questions were answered.

Trustee Matthews made a motion to approve the amended LIMRiCC By-laws and Intergovernmental Agreement. Trustee Roalkvam seconded the motion.

On the roll call the vote was:

AYES: 5 - Christel, Hackney, Matthews, Roalkvam, and Salganik
NAYES: 0
ABSTAIN: 0
ABSENT: 2- Barnett and Battinus

There being five affirmative votes, the motion passed.

Lease for Temporary Location:

Director Shepard presented the lease for a temporary service location during the construction on the 355 Schoenbeck facility. Discussion was held and questions were answered.

Trustee Roalkvam made a motion to approve the lease for 70 West Dundee Road, Buffalo Grove, Illinois for use as a temporary location pending legal review and approval of plan by the Village of Buffalo Grove. Trustee Christel seconded the motion.

On the roll call the vote was:

AYES: 5 - Christel, Hackney, Matthews, Roalkvam, and Salganik
NAYES: 0
ABSTAIN: 0
ABSENT: 2- Barnett and Battinus

There being five affirmative votes, the motion passed.

NEW BUSINESS

Travel Expenses:

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Trustee Hackney asked that information be sent to remind the Trustees of what is reimbursable while on library business. Staff will do so.

CLOSED SESSION

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

And pursuant to Illinois Compiled Statute, Chapter 5, ILCS Act 120/2 (c)(21): Discussion on 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 Hackney and seconded by Trustee Christel to move to Closed Session.

On the roll call the vote was:

AYES: 5 - Christel, Hackney, Matthews, Roalkvam, and Salganik
NAYES: 0
ABSTAIN: 0
ABSENT: 2- Barnett and Battinus

There being five affirmative votes, the motion passed.
The meeting moved to Closed Session at 8:29 p.m.

RETURN TO OPEN SESSION:

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

On the roll call the vote was:

AYES: 5 - Christel, Hackney, Matthews, Roalkvam, and Salganik
NAYES: 0
ABSTAIN: 0
ABSENT: 2- Barnett and Battinus

There being five affirmative votes, the motion passed.

The Closed Session adjourned at 8:49 p.m.

The Board returned to Regular Session at 8:50p.m.

ACTION ON EXECUTIVE SESSION ITEMS:

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A motion was made by Trustee Roalkvam and seconded by Trustee Christel to increase the annual salary for the Library Director by 5%, effective the first payroll after 10/28/2015.

AYES: 5 - Christel, Hackney, Matthews, Roalkvam, and Salganik
NAYES: 0
ABSTAIN: 0
ABSENT: 2- Barnett and Battinus

There being five affirmative votes, the motion passed.

A motion was made by Trustee Matthews and seconded by Trustee Roalkvam to approve the release of the meeting minutes of the following closed sessions as discussed: 07/18/12, 08/01/12, 09/19/12, 10/03/12, 10/17/12, 10/31/12, 11/7/12, 02/20/13, 4/17/13, 06/05/13, 06/05/13, 09/05/13, 09/17/13, 09/18/13, 09/19/13, 09/23/13, 11/06/13, 12/18/13, 02/19/14, 03/19/14, 04/02/14, and 04/16/14.

On the roll call the vote was:

AYES: 5 - Christel, Hackney, Matthews, Roalkvam, and Salganik
NAYES: 0
ABSTAIN: 0
ABSENT: 2- Barnett and Battinus

There being five affirmative votes, the motion passed.

A motion was made by Trustee Matthews and seconded by Trustee Roalkvam to approve the resolution authorizing the destruction of the closed session meeting audio recordings as outlined in the resolution to include recordings from 7/18/12, 8/1/12, 9/19/12, 10/3/12, 10/17/12, 10/31/12, 11/7/12, 2/20/13, 4/17/13, 6/5/13, 9/5/13, 9/7/13, 9/18/13, 9/19/13, 9/23/13, 11/6/13, 12/18/13, 2/19/14, 3/13/14, 4/2/14 and 4/16/14.

On the roll call the vote was:

AYES: 5 - Christel, Hackney, Matthews, Roalkvam, and Salganik
NAYES: 0
ABSTAIN: 0
ABSENT: 2- Barnett and Battinus

There being five affirmative votes, the motion passed.

ADJOURNMENT

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

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On the roll call the vote was:

AYES: 5 - Christel, Hackney, Matthews, Roalkvam, and Salganik

NAYES: 0

ABSTAIN: 0

ABSENT: 2- Barnett and Battinus

There being five affirmative votes, the motion passed.

President Salganik adjourned the meeting at 8:57p.m.