

**INDIAN TRAILS PUBLIC LIBRARY DISTRICT
MINUTES – LIBRARY BOARD MEETING
WEDNESDAY, DECEMBER 16, 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, Henry Hackney Jr, Bruce D. Matthews, Donald Roalkvam and Walter Salganik

Absent: 1: Mary Christel (Trustee Christel joined the meeting in progress at 7:18 p.m.)

Also present were:

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

Guests: Steve Henderson of Shales McNutt.

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

AYES: 6- Barnett, Battinus, Hackney, Matthews, Roalkvam, and Salganik

NAYES: 0

ABSTAIN: 0

ABSENT: 1- Christel

There being six affirmative votes, the motion passed.

Trustee Christel joined the meeting in progress at 7:18 p.m.

PUBLIC COMMENTS

None

UNFINISHED BUSINESS:

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Moving/Relocation Bid Award:

Director Shepard presented the November 24, 2015 BP#1- Moving/Relocation bid results. Discussion was held and questions were answered.

Trustee Barnett made a motion to award of BP#1 – Collection Moving and Offsite Storage to Corrigan Moving Systems for the base bid in the amount of \$222,065.25. Trustee Roalkvam seconded the motion.

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

There being seven affirmative votes, the motion passed.

Policy Manual Revisions:

Suggested revisions to policy 3.21 – Fines and Fees and Policy 3.40-Collection Development were presented. Discussion was held and questions were answered.

Trustee Barnett made a motion to approve the revisions to Policy 3.21 –Fines and Fees as discussed. Trustee Christel seconded the motion.

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

There being seven affirmative votes, the motion passed

Trustee Roalkvam made a motion to approve the revisions Policy 3.40-Collection Development as discussed. Trustee Barnett seconded the motion.

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

There being seven affirmative votes, the motion passed

NEW BUSINESS

Per Capita Grant Application:

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The annual Per Capita Grant Application was reviewed. Discussion was held and questions were answered.

Trustee Matthews made a motion to approve the Per Capita Grant Application. Trustee Roalkvam seconded the motion.

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 REPORT

Treasurer Roalkvam presented the financial reports. The funds were in balance with a total of \$12,382,810.86 at the end of November in the various accounts. The reports were discussed and questions were answered. President Salganik stated the reports would be filed for audit.

TREASURER’S WARRANT #799

After reviewing selected invoices, Trustee Roalkvam made a motion to approve Warrant #799 for \$503,494.47. Trustee Christel seconded the motion.

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

There being seven affirmative votes, the motion passed.

COMMENTS ON STAFF REPORTS

The Board commented positively on:

- Latino services
- Lollipop Lane tree entry
- Connecting Our Community roundtable
- The evaluation of programs including the graphs
- The topics of member interest for programs
- The publicity of the upcoming construction project
- The preparations for the construction by the staff
- The genealogy and local history programs

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Questions were asked by the Board and answers given by Director Shepard regarding:

- An update of 355 Schoenbeck construction dates
 - 02/01/2016 ITPLD takes possession of 70 W Dundee
 - 02/01/16-02/29/16 – preparation of 70 W Dundee
 - 03/07/2016 crates arrive to begin packing of collection
 - 03/20/2016 last day 355 Schoenbeck will be open to the public
 - 03/21/2016 closure of 355 Schoenbeck and beginning of move to 70W Dundee
 - 04/02/2016 at 11:00 am – ground breaking ceremony
- The affiliation of the Affordable Healthcare Act assistance presenter
- ESL program structure

PRESIDENT’S DISCUSSION

President Salganik:

- Reminded the Trustees of the following:
 - ALA Midwinter Conference in Boston 01/08/2016-01/11/2016
 - PLA Bi-Annual Conference in Denver 04/05/2016-04/09/2016
 - ALA Annual Conference in Orlando 06/23/16 – 06/28/16

DIRECTOR’S DISCUSSION:

Director Shepard

- Reminded the Board that he will be on vacation from 12/18/2015 to 01/04/2016
- Informed the Board that the Village of Wheeling has released \$109,601.00 in TIF District surplus funds to the Library
- Informed the Board that he is working with ILA’s public policy committee to create a white paper clarifying how the annual TIF reimbursement should be calculated.
- Informed the Board that a meeting will be held with Ehlers regarding the process for the issuance of debt certificates. On the advice of Roger Ritzman, Director Shepard is retaining the services of Chapman & Cutler to ensure that the all procedures are followed for the issuance of the debt. The Library worked with Chapman & Cutler before, including the 2011 referendum and the 2005 debt re-issuance.
- Updated Board on the drilling of the geothermal well
- Requested input for the January workshop. Upon discussion, the Board decided to cancel the January 6, 2016 workshop.

ADJOURNMENT

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

AYES: 7- Barnett, Battinus, Christel, Hackney, Matthews, Roalkvam, and Salganik
NAYES: 0

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ABSTAIN: 0

ABSENT: 0

There being seven affirmative votes, the motion passed.

President Salganik adjourned the meeting at 8:42 p.m.