

**INDIAN TRAILS PUBLIC LIBRARY DISTRICT
BOARD OF LIBRARY TRUSTEES
MINUTES – SPECIAL MEETING
WEDNESDAY, MAY 18, 2016**

CALL TO ORDER

Vice President Louise Barnett called the meeting to order at 7:15p.m. in the library at 70 West Dundee Road, Buffalo Grove, Illinois 60089

ATTENDANCE

On the roll call, the following trustees were present:

Present: 6: Louise Barnett, Mary Battinus, Mary Christel, Henry Hackney, Jr., Bruce D. Matthews, and Donald Roalkvam

Absent: 0

Also present were:

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

Guests: Steve Larson and Adrienne Booker, Ehlers & Associates
Steve Hendrickson, Shales McNutt Construction
Terry Steilen, Foundation

RESOLUTION ACCEPTING TRUSTEE RESIGNATION AND DECLARE VACANCY

Trustee Roalkvam read a Resolution to Accept a Library Trustee Resignation and Declare a Vacancy for Walter Salganik's position on the Board due to Mr. Salganik's resignation.

Trustee Roalkvam made a motion to accept Mr. Salganik's letter of resignation, declare a vacancy in the office of Library Trustee for a term set to expire in 2019, and confirm their intention to appoint someone to serve as Library Trustee until the regular Library Trustee election in April, 2017 and declared his incomplete term vacant. Trustee Matthews seconded the motion.

On the roll call vote, the vote was:

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

NAYES: 0

ABSTAIN: 0

ABSENT: 0-

There being six affirmative votes, the motion passed.

ELECTION OF BOARD OFFICERS:

Trustee Christel made a motion to discuss the opening of position of President of the Board. Trustee Roalkvam seconded the motion.

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On the voice vote, the vote was:

AYES: 6- Barnett, Battinus, Christel, Hackney, Matthews, and Roalkvam
NAYES: 0
ABSTAIN: 0
ABSENT: 0-

There being six affirmative votes, the motion passed.

Discussion was held. During the discussion, Vice President Barnett was nominated for the position of President, and agreed to do so. Trustee Battinus volunteered to assume the position of Vice President that would be made vacant by Trustee Barnett's nomination to the role of President.

Trustee Roalkvam made a motion to fill open Board positions as following:

Board President: Louise Barnett
Vice President: Mary Battinus

Trustee Hackney seconded the motion.

On the roll call, the vote was:

AYES: 6- Barnett, Battinus, Christel, Hackney, Matthews, and Roalkvam
NAYES: 0
ABSTAIN: 0
ABSENT: 0

There being six affirmative votes, the motion passed.

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.

On the voice vote was:

AYES: 6- Barnett, Battinus, Christel, Hackney, Matthews, and Roalkvam
NAYES: 0

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ABSTAIN: 0
ABSENT: 0-

There being six affirmative votes, the motion passed.

PUBLIC COMMENTS

Terry Steilen introduced himself as a member of the Foundation.

UNFINISHED BUSINESS:

Construction Update:

Director Shepard introduced Mr. Hendrickson, who updated the Board on the 355 Schoenbeck Road construction, as well as that of the temporary space for both the public and the staff. Discussion was held and questions were answered.

Skylight Bid:

Mr. Hendrickson presented the results of the skylight work bid for the 355 Schoenbeck construction project. Discussion was held and questions were answered, including that the existing skylight needed repair work due to age and effects of the elements.

A motion was made by Trustee Matthews to award the skylight bid to Super Sky Products in the amount of \$89,940 for their based bid and alternate per bid scope as prepared by Shales McNutt Construction for the 355 Schoenbeck Road construction project. Trustee Roalkvam seconded the motion.

On the voice vote was:

AYES: 6- Barnett, Battinus, Christel, Hackney, Matthews, and Roalkvam
NAYES: 0
ABSTAIN: 0
ABSENT: 0-

There being six affirmative votes, the motion passed.

NEW BUSINESS

Debt Certificate Parameters Ordinance # 197:

The President announced that the next item for consideration was the issuance of not to exceed \$6,500,000 General Obligation (Limited Tax) Debt Certificates, Series 2016, to be issued by the District pursuant to Section 17(b) of the Local Government Debt Reform Act, and that The Board of Library Trustees would consider the adoption of an ordinance providing for an Installment Purchase Agreement in order to build and equip an addition to and repair, remodel, improve and equip the Indian Trails Public Library Building,

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authorizing the issuance of said Certificates evidencing the rights to payment under said Agreement and providing for the sale of said Certificates. The President then explained that the ordinance sets forth the parameters for the issuance of said Certificates and sale thereof by designated officials of the District and summarized the pertinent terms of said parameters, including the specific parameters governing the manner of sale, length of maturity, rates of interest and purchase price for said Certificates.

Whereupon Library Trustee Barnett presented and the Treasurer read by title an ordinance as follows, a copy of which was provided to each Library Trustee prior to said meeting and to everyone in attendance at said meeting who requested a copy:

A motion was made by Trustee Roalkvam To approve Ordinance 197: An ORDINANCE authorizing and providing for an Installment Purchase Agreement for the purpose of paying the cost of purchasing real or personal property, or both, in and for the Indian Trails Public Library District, Cook and Lake Counties, Illinois and for the issue of not to exceed \$6,500,000 General Obligation (Limited Tax) Debt Certificates, Series 2016, of said Library District evidencing the rights to payment under said Agreement, providing for the security for and means of payment under said Agreement of said Certificates, and authorizing the sale of said Certificates to the purchaser thereof. Trustee Christel seconded the motion.

On the roll call, the vote was:

AYES: 6- Barnett, Battinus, Christel, Hackney, Matthews, and Roalkvam.
NAYES: 0
ABSTAIN: 0
ABSENT: 0-

There being six affirmative votes, the motion passed.

TREASURER’S REPORT

Treasurer Roalkvam presented the financial reports. The funds were in balance with a total of \$12,584,823.51 at the end of April 2016 in the various accounts. The reports were discussed and questions were answered. President Barnett stated the reports would be filed for audit.

TREASURER’S WARRANT #804

After reviewing selected invoices, Trustee Hackney made a motion to approve Warrant #804 for \$1,066,737.27. Trustee Roalkvam seconded the motion.

On the roll call vote was:

AYES: 6- Barnett, Battinus, Christel, Hackney, Matthews, and Roalkvam.
NAYES: 0

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ABSTAIN: 0
ABSENT: 0

There being 6 affirmative votes, the motion passed.

Trustee Hackney left the meeting in progress at 8:42 p.m.

COMMENTS ON STAFF REPORTS

The Board reviewed and commented on a variety of staff reports. Discussion was held and questions were answered by Director Shepard.

PRESIDENT’S DISCUSSION

President Barnett shared that she had attended the Foundation workshop as a liaison. The discussion included branding, with a very good speaker. The group was engaged, and a great deal of creative ideas were shared.

DIRECTOR’S DISCUSSION:

Director Shepard reviewed and commented on a few projects happening at the library. Discussion was held and questions were answered by Director Shepard.

ADJOURNMENT

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

On the roll call vote was:

AYES: 5- Barnett, Battinus, Christel, Matthews, and Roalkvam.
NAYES: 0
ABSTAIN: 0
ABSENT: 1-Hackney

There being five affirmative votes, the motion passed.

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