

**INDIAN TRAILS PUBLIC LIBRARY DISTRICT  
MINUTES – LIBRARY BOARD MEETING  
WEDNESDAY, JANUARY 20, 2016**

**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, Bruce D. Matthews, Donald Roalkvam and Walter Salganik

Absent: 0

Also present were:

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

Guests: Tiffany Nash and Dan Pohrte, Product LLC

**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 Christel to approve the Consent Agenda items.

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

There being seven affirmative votes, the motion passed.

**PUBLIC COMMENTS**

None.

**UNFINISHED BUSINESS:**

**Renovation Project:**

Design Presentation:

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Architectural renderings for the furnishings for the 355 Schoenbeck Road construction project were presented to the Board. Discussion was held and questions were answered.

Authorization to go to bid for Construction:

Trustee Barnett made a motion to authorize going to bid for construction and furniture related to the renovation at 355 Schoenbeck Road. 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.

**NEW BUSINESS**

**Extended Hours:**

It was suggested that the hours of operation at the main library be revisited after the construction project is complete. Staff will investigate the options after the renovation project is completed.

**Parking Lot Lighting:**

It was requested that there be better lighting in the main library parking lot post construction. Director Shepard stated that the plans include improved lighting.

**TREASURER’S REPORT**

Treasurer Roalkvam presented the financial reports. The funds were in balance with a total of \$11,783,931.44 at the end of December 2015 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 #780**

After reviewing selected invoices, Trustee Roalkvam made a motion to approve Warrant #800 for \$519,761.27. Trustee Matthews 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.

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**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 Salganik:

- Reminded the Trustees of the following:
  - ILA Trustee Forum - 02/13/16
  - Legislative Breakfast - 02/15/16
  - 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:

- Invited the Trustees to the
  - State of the Wheeling Community Public Meeting - 2/11/16
  - 355 Schoenbeck Construction Project Ground Breaking – 4/2/16
  - 70 W Dundee opening – 4/4/16
  - LACONI Trustee Banquet - 5/13/16
- Shared:
  - Staff are investigating the options to extend the hours at the Prospect Heights Branch during the construction project.
  - The construction bids are expected to be shared with contractors in early February, with the bid opening scheduled for February 23, 2016. This will keep the project on track for a closing of the 355 Schoenbeck facility on March 20, 2016 at 5:00 p.m. and the move to 70 West Dundee beginning on March 21, 2016.
  - Prospect Heights Library District and Indian Trails Public Library District are partnering in issuing provisional library cards to members whose first library visit is to the other library instead of their home library.

**ADJOURNMENT**

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

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.

President Salganik adjourned the meeting at 8:47 p.m.