

MINUTES
INDIAN TRAILS PUBLIC LIBRARY DISTRICT
70 WEST DUNDEE ROAD, BUFFALO GROVE, IL 60089
MEETING OF THE BOARD OF LIBRARY TRUSTEES
Wednesday, January 18, 2017, 7:15 P.M. - Programming Room

CALL TO ORDER

Trustee Battinus called the meeting to order at 7:15 p.m. in the library at 70 West Dundee Road, Buffalo Grove, Illinois 60089.

ATTENDANCE

On the roll call, the following trustees were present:

Present: Mary Battinus, Mary Christel, W. Gene Looft, and Donald Roalkvam

Absent: Louise Barnett, Henry Hackney Jr.

Also present were:

Staff: Director Brian Shepard, Deputy Director Ryann Uden, Susan Beal, Greg Mueller, Mike Jackiw and Andrea Wojciechowski

Guests: Tiffany Nosh, Dan Pohrte and Steve Hendrickson

CHANGES TO CONSENT AGENDA

Agenda Item 7a- Trustee Forum Approval for Trustee Bruce Matthews removed.

A Closed Session Item was added.

A report from W. Gene Looft regarding the Lake-Cook Corridor was added.

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.

Trustee Matthews joined the meeting in progress at 7:17 p.m.

APPROVAL OF THE CONSENT AGENDA

A motion was made by Trustee Looft and seconded by Trustee Roalkvam to approve the Consent Agenda items.

On the roll call vote was:

AYES: 5: Battinus, Christel, Looft, Matthews, and Roalkvam

NAYES: 0

ABSTAIN: 0

ABSENT: 2: Barnett, Hackney

There being 5 affirmative votes, the motion passed.

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.

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PUBLIC COMMENTS

None.

UNFINISHED BUSINESS

355 Construction Update:

Director Shepard updated the Board on the current status of the 355 Schoenbeck Road construction project. Architect Dan Pohrte and Construction Manager Steve Hendrickson presented information on current project status. It was reported that the project is currently on-time and on budget. Discussion was held and questions were answered.

NEW BUSINESS

355 Schoenbeck Building Technology Purchases - Apple Equipment

Trustee Looft made a motion to approve the technology purchases of Apple equipment. Trustee Christel seconded the motion.

On the roll call vote was:

AYES: 5: Battinus, Christel, Looft, Matthews, and Roalkvam

NAYES: 0

ABSTAIN: 0

ABSENT: 2: Barnett, Hackney

There being 5 affirmative votes, the motion passed.

355 Schoenbeck Building Technology Purchases - Display Monitors

Trustee Looft made a motion to approve the technology purchases of display monitors. Trustee Roalkvam seconded the motion.

On the roll call vote was:

AYES: 5: Battinus, Christel, Looft, Matthews, and Roalkvam

NAYES: 0

ABSTAIN: 0

ABSENT: 2: Barnett, Hackney

There being 5 affirmative votes, the motion passed.

2017 Library Closure - New Year's Eve

Trustee Roalkvam made a motion to approve the closing of the Library for the entire day on New Year's Eve 2017. Trustee Matthews seconded the motion.

On the voice vote was:

AYES: 5: Battinus, Christel, Looft, Matthews, and Roalkvam

NAYES: 0

ABSTAIN: 0

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ABSENT: 2: Barnett, Hackney
There being 5 affirmative votes, the motion passed.

Policy Manual Updates

Trustee Roalkvam made a motion to approve Policy Manual updates to Policies 2.13, 2.14 and 2.34. Trustee Looft seconded the motion.

On the voice vote was:

AYES: 5: Battinus, Christel, Looft, Matthews, and Roalkvam
NAYES: 0
ABSTAIN: 0
ABSENT: 2: Barnett, Hackney
There being 5 affirmative votes, the motion passed.

Resolution Authorizing Participation in the Northern Illinois Municipal Electric Collaborative (NIMEC)

Trustee Matthews made a motion to approve the Resolution authorizing participation in the Northern Illinois Municipal Electric Collaborative (NIMEC) and authorizing the director to approve a contract with the lowest cost electricity provider for a period up to 36 months. Trustee Christel seconded the motion.

On the roll call vote was:

AYES: 5: Battinus, Christel, Looft, Matthews, and Roalkvam
NAYES: 0
ABSTAIN: 0
ABSENT: 2: Barnett, Hackney
There being 5 affirmative votes, the motion passed.

Cancellation of the February 1, 2017 Board Workshop

Trustee Matthews made a motion to approve the cancellation of the February 1, 2017 Board Workshop. Trustee Looft seconded the motion.

On the voice vote was:

AYES: 5: Battinus, Christel, Looft, Matthews, and Roalkvam
NAYES: 0
ABSTAIN: 0
ABSENT: 2: Barnett, Hackney
There being 5 affirmative votes, the motion passed.

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A report from W. Gene Looft regarding the Lake-Cook Corridor:

The first public meeting is scheduled for February 7, 2017. It is anticipated all future discussions will take 4 to 8 months to complete before final recommendations are submitted. As the majority of this Corridor is located within the Indian Trails Public Library District borders it is important to continue to monitor this discussion. Trustee Looft is a member of the committee and is serving as the library representative in one of his capacities.

TREASURER'S REPORT

Treasurer Roalkvam presented the financial reports. The funds were in balance with a total of \$11,598,029.07 at the end of December, 2016 in the various accounts. The reports were discussed and questions were answered. Trustee Roalkvam stated the reports would be filed for audit.

TREASURER'S WARRANT #811

After reviewing selected invoices, Trustee Roalkvam made a motion to approve Warrant #812 for \$1,254,626.47. Trustee Christel seconded the motion.

On the roll call vote was:

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

There being 5 affirmative votes, the motion passed.

PRESIDENT'S DISCUSSION

None.

DIRECTOR'S DISCUSSION

- February 9, 2017: Wheeling's State of the Community, 7:00 p.m. at Chevy Chase
- February 20, 2017: ILA Legislative Breakfast, 7:45-10:00 a.m. at the Arboretum
- February 22, 2017: State of Wheeling/Prospect Heights, 8:00-10:00 a.m. Chevy Chase

CLOSED SESSION

A motion was made by Trustee Looft to move to closed session pursuant to Illinois Compiled Statute, Chapter 5, ILCS 120/2 c 11: Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting. Trustee Matthews seconded the motion.

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AYES: 5: Battinus, Christel, Looft, Matthews, and Roalkvam

NAYES: 0

ABSTAIN: 0

ABSENT: 2: Barnett, Hackney

There being 5 affirmative votes, the motion passed.

The meeting moved to Closed Session at 9:02 p.m.

RETURN TO OPEN SESSION

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

On the roll call vote was:

AYES: 5: Battinus, Christel, Looft, Matthews, and Roalkvam

NAYES: 0

ABSTAIN: 0

ABSENT: 2: Barnett, Hackney

There being 5 affirmative votes, the motion passed.

The Closed Session adjourned at 9:15 p.m.

The Board returned to Regular Session at 9:15 p.m.

ADJOURNMENT

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

On the roll call vote was:

AYES: 5: Battinus, Christel, Looft, Matthews, and Roalkvam

NAYES: 0

ABSTAIN: 0

ABSENT: 2: Barnett, Hackney

There being 5 affirmative votes, the motion passed.

Trustee Battinus adjourned the meeting at 9:16 p.m.