

MINUTES
INDIAN TRAILS PUBLIC LIBRARY DISTRICT
355 SCHOENBECK ROAD, WHEELING, ILLINOIS 60090
MEETING OF THE BOARD OF LIBRARY TRUSTEES
Wednesday, August 16, 2017, 7:15 P.M. - Lake Room

CALL TO ORDER

President Barnett called the meeting to order at 7:15 p.m. in the library at 355 Schoenbeck Road, Wheeling, IL 60090.

ATTENDANCE

On the roll call, the following trustees were present:

Present: Louise Barnett, Mary Battinus, Henry Hackney Jr., W. Gene Looft, Bruce Matthews, Wendy Present, and Donald Roalkvam

Absent: None

Also present were:

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

Guests: Jack Cook of Cook & Kocher

ADDITIONS TO AGENDA

New Business item 6.f. Strategic Planning Process discussion added to agenda.

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

On the voice vote all were in favor and the motion carried.

PUBLIC COMMENTS

None

UNFINISHED BUSINESS

None

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NEW BUSINESS

Liability Insurance Renewal

Jack Cook of Cook & Kocher presented the Library District's liability package for renewal. Discussion was held and questions were answered.

Trustee Looft made a motion to accept the insurance proposal as outlined in the Cook and Kocher presentation in the amount of \$61,123.00. Trustee Roalkvam seconded the motion.

On the roll call vote was:

AYES: 7: Barnett, Battinus, Hackney, Looft, Matthews, Present, and Roalkvam

NAYES: 0

ABSTAIN: 0

ABSENT: 0

There being 7 affirmative votes, the motion passed.

Illinois Public Library Annual Report (IPLAR)

Executive Director Shepard presented the Illinois Public Library Annual Report for Fiscal Year 2017. Discussion was held and questions were answered.

Trustee Matthews made a motion to approve as presented the Illinois Public Library Annual Report for Fiscal Year 2017. Trustee Looft seconded the motion.

On the voice vote all were in favor and the motion carried.

Ordinance 207: .02% Building and Maintenance Tax Levy

Executive Director Shepard presented Ordinance 207: .02% Building and Maintenance Tax Levy to the Board. Discussion was held and questions were answered.

Trustee Roalkvam made a motion to approve as presented Ordinance 207: .02% Building and Maintenance Tax Levy. Trustee Present seconded the motion.

On the roll call vote was:

AYES: 7: Barnett, Battinus, Hackney, Looft, Matthews, Present, and Roalkvam

NAYES: 0

ABSTAIN: 0

ABSENT: 0

There being 7 affirmative votes, the motion passed.

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ILA Conference Approval for the Board of Trustees

Trustee Roalkvam made a motion to approve the travel expenses for the Board of Trustees to attend the ILA Conference. Trustee Hackney seconded the motion.

On the roll call vote was:

AYES: 7: Barnett, Battinus, Hackney, Looft, Matthews, Present, and Roalkvam

NAYES: 0

ABSTAIN: 0

ABSENT: 0

There being 7 affirmative votes, the motion passed.

Amended ILA Conference Approval for the Board of Trustees

Trustee Matthews made a motion to amend the motion regarding the travel expenses for the Board of Trustees to remove Mary Battinus from the list of trustees to attend the ILA Conference. Trustee Roalkvam seconded the motion.

On the roll call vote was:

AYES: 7: Barnett, Battinus, Hackney, Looft, Matthews, Present, and Roalkvam

NAYES: 0

ABSTAIN: 0

ABSENT: 0

There being 7 affirmative votes, the motion passed.

All About Wine Program Special Liquor License

Trustee Roalkvam made a motion to approve the All About Wine Program special liquor license. Trustee Hackney seconded the motion.

On the voice vote all were in favor and the motion carried.

Strategic Planning Process

Executive Director Shepard presented information to the Board about the ongoing Strategic Planning Process. Discussion was held and questions were answered.

Trustee Battinus left the meeting at 8:05 pm.

COMMENTS ON STAFF REPORTS

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

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TREASURER'S REPORT

Treasurer Roalkvam presented the financial reports. The funds were in balance with a total of \$6,171,381.19 at the end of July, 2017 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 #819

After reviewing selected invoices, Trustee Roalkvam made a motion to approve Warrant #819 for \$445,868.06. Trustee Looft seconded the motion.

On the roll call vote was:

AYES: 6: Barnett, Hackney, Looft, Matthews, Present, and Roalkvam

NAYES: 0

ABSTAIN: 0

ABSENT: 1: Battinus

There being 6 affirmative votes, the motion passed.

PRESIDENT'S DISCUSSION

President Barnett reminded the Board that the dedication of the Reading Garden will take place on September 9, 2017 at 2:00 pm and that Congressman Schneider is expected to attend.

EXECUTIVE DIRECTOR'S DISCUSSION

The Executive Director discussed current work being done by the library staff as well information on upcoming events.

ADJOURNMENT

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

On the voice vote all were in favor and the motion carried.

President Barnett adjourned the meeting at 8:55 p.m.