

MINUTES
INDIAN TRAILS PUBLIC LIBRARY DISTRICT
355 SCHOENBECK ROAD, WHEELING, ILLINOIS 60090
MEETING OF THE BOARD OF LIBRARY TRUSTEES
Wednesday, October 18, 2017, 7:15 P.M. - Lake Room

CALL TO ORDER

President Barnett called the meeting to order at 7:15 p.m.

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 Dennison and
Andrea Wojciechowski

Guests: None

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 ITEMS ON CONSENT AGENDA

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

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

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.

PUBLIC COMMENTS

None

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UNFINISHED BUSINESS

Executive Director's Compensation Package

Trustee Looft made a motion to approve the Executive Director's Compensation Package as presented. Trustee Matthews 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.

Culture Code Update

The Executive Director updated Trustees on the final work done by the culture code task force and presented them with the completed Culture Code that was approved by the committee.

NEW BUSINESS

Policy Manual Updates

Trustee Battinus made a motion to approve Policy Manual updates to Policies 4.10 - Investment Policy, 4.20 - Budgeting and Disbursements, 4.21 - Corporate Credit Card, 4.30 - Disposal of Property, 4.40 - Debt Management and 5.20 - Affordable Care Act Compliance as well as the addition of Policy 4.00 - Fiscal Authority as presented. Trustee Looft seconded the motion.

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

TREASURER'S REPORT

Treasurer Roalkvam presented the financial reports. The funds were in balance with a total of \$7,546,409.36 at the end of September, 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 #821

After reviewing selected invoices, Trustee Roalkvam made a motion to approve Warrant #821 for \$630,684.02. Trustee Matthews 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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PRESIDENT'S DISCUSSION

President Barnett expressed interest in having book displays set-up to include materials related to the program being presented. President Barnett also discussed the ongoing relationship with the Library Foundation with the goal of recruiting future Board members from this group.

EXECUTIVE DIRECTOR'S DISCUSSION

The Executive Director discussed the recent ILA Conference and 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 8:19 p.m.