

**MINUTES**  
**INDIAN TRAILS PUBLIC LIBRARY DISTRICT**  
**355 SCHOENBECK ROAD, WHEELING, ILLINOIS 60090**  
**MEETING OF THE BOARD OF LIBRARY TRUSTEES**  
**Wednesday, June 21, 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, and Donald Roalkvam

Absent:

Also present were:

Staff: Executive Director Brian Shepard, Deputy Director Ryann Uden, Business Manager Susan Beal and Andrea Wojciechowski

Guests: Wendy Present, Richard Rosen

**OATH OF OFFICE FOR NEWLY ELECTED TRUSTEES**

Susan Beal, Notary, administered the Oath of Office to the newly appointed Trustee Wendy Present.

**ADDITIONS TO AGENDA**

Suggestion by Trustee Hackney to be discussed during new business.

**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 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**

Richard Rosen of the Wheeling Park District was very pleased with the cooperation between ITPLD and the Wheeling Park District. He informed the Board that regular meetings of the Wheeling Park District Board take place the first and third Tuesdays of every month at 7:00 p.m. He is also on the

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Senior Advisory Board of the Wheeling Township and would like to use the Lake-Cook rooms for speaking engagements. The Library Foundation is doing well with it's fundraising.

**UNFINISHED BUSINESS**

**Ordinance 204: Adopting Prevailing Wage Rates**

Introduction of the yearly re-affirmation of the Indian Trails Public Library District's adherence to the prevailing wage rates. A motion was made by Trustee Roalkvam to approve Ordinance 204: Ordinance Adopting Prevailing Wage Rates as presented. Trustee Looft seconded the motion.

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

**Ordinance 205: Authorizing Public Library District Non-Resident Cards**

A motion was made by Trustee Hackney to approve Ordinance 205: Authorizing Public Library District Non-Resident Cards as presented. Trustee Present seconded the motion.

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

**Ordinance 206: Amending Special Reserve Fund Plan**

A motion was made by Trustee Present to approve Ordinance 206: Amending Special Reserve Fund Plan as presented. Trustee Hackney seconded the motion.

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

**Ordinance 208: Tentative FY 2017/2018 Budget and Appropriation**

A motion was made by Trustee Hackney to approve the tentative Budget Ordinance 208: Tentative FY 2017/2018 Budget and Appropriation as presented. Trustee Looft 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.

**NEW BUSINESS**

**Cancellation of the July 5, 2017 Board Workshop**

Trustee Looft made a motion to approve the cancellation of the July 5, 2017 Board Workshop. Trustee Matthews seconded the motion.

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

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**Trustee Discussion Regarding Eagle Scout Project**

Trustee Hackney opened a discussion regarding a possible Eagle Scout project. Trustee Hackney asked the Board if the work to setup the Giving Garden might be performed by a local Eagle Scout. Executive Director Shepard indicated that staff were already in contact with the Boy Scouts and were working out the details.

**TREASURER'S REPORT**

Treasurer Roalkvam presented the financial reports. The funds were in balance with a total of \$5,069,286.52 at the end of May, 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 #817**

After reviewing selected invoices, Trustee Roalkvam made a motion to approve Warrant #817 for \$619,672.61. Trustee Looft 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.

**PRESIDENT'S DISCUSSION**

President Barnett informed the Board that she will be on vacation during the July Board Meeting and that she will be attending the ALA Conference this year.

**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 Matthews to adjourn the meeting.

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

President Barnett adjourned the meeting at 8:20 p.m.