

MINUTES
INDIAN TRAILS PUBLIC LIBRARY DISTRICT
355 SCHOENBECK ROAD, WHEELING, ILLINOIS 60090
MEETING OF THE BOARD OF LIBRARY TRUSTEES
Wednesday, September 13, 2017 - Lake Room
To begin immediately following the 7:15 pm Public Hearing

CALL TO ORDER

President Barnett called the meeting to order at 7:17 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 Beal and Andrea Wojciechowski

Guests: None

ADDITIONS TO AGENDA

Change in agenda order to move Comments on Staff Reports from Agenda Item 7 to Agenda Item 4. Addition of a Closed Session to meeting Agenda as Item 12.

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

None

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NEW BUSINESS

Ordinance #208: Combined Annual Budget and Appropriation Ordinance for Library Purpose for the Fiscal Year 2017-2018

The proposed Ordinance #208: "Combined Annual Budget and Appropriation Ordinance for Library Purpose for the Fiscal Year 2017-2018" was reviewed and discussed. Trustee Roalkvam made a motion to adopt Ordinance 208: "Combined Annual Budget and Appropriation Ordinance for Library Purpose for the Fiscal Year 2017-2018" 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.

2018 Board Calendar

Executive Director Shepard presented the proposed calendar of Board Meeting and Workshop dates for 2018. Discussion was held and questions were answered. A motion was made by Trustee Matthews to approve the 2018 calendar of Board Meetings and Workshops as presented. Trustee Hackney seconded the motion.

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

Policy Manual Updates

Trustee Roalkvam made a motion to approve Policy Manual updates to Policies 2.14 - Launch Pad and 3.52 - Library Programming as presented. Trustee Battinus 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 \$7,083,926.29 at the end of August, 2017 in the various accounts. The reports were discussed and questions were answered. Trustee Roalkvam stated the reports would be filed for audit.

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TREASURER'S WARRANT #820

After reviewing selected invoices, Trustee Roalkvam made a motion to approve Warrant #820 for \$523,571.42. 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.

PRESIDENT'S DISCUSSION

President Barnett thanked the Board for their cooperation in completing the review of the Executive Director's compensation package.

EXECUTIVE DIRECTOR'S DISCUSSION

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

CLOSED SESSION

A motion was made by Trustee Roalkvam to move to closed session pursuant to Illinois Compiled Statute, Chapter 5, 120/2.(c)(1): The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against the employee of the public body or against legal counsel for the public body to determine its validity, following a ten minute recess. Trustee Matthews seconded the motion.

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

The meeting moved to closed session at 8:25 p.m.

RETURN TO OPEN SESSION

A motion was made by Trustee Matthews and seconded by Trustee Looft to adjourn the closed session, and return to open session.

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

The closed session adjourned at 8:58 p.m. and the Board returned to open session.

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ADJOURNMENT

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

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

President Barnett adjourned the meeting at 8:58 p.m.