

**MINUTES**  
**INDIAN TRAILS PUBLIC LIBRARY DISTRICT**  
**355 SCHOENBECK ROAD, WHEELING, ILLINOIS 60090**  
**MEETING OF THE BOARD OF LIBRARY TRUSTEES**  
**Wednesday, August 15, 2018, 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, Jamie Bulger, W. Gene Looft, Wendy Present and Donald Roalkvam

Absent: Henry Hackney Jr. and Bruce Matthews

Also present were:

Staff: Executive Director Brian Shepard, Deputy Director Ryann Uden, Susan Beal, Jennifer Wonsowicz and Andrea Donatoni

Guests: Jack Cook of Cook & Kocher Insurance

**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 CONSENT AGENDA ITEMS**

The Board reviewed and commented on the monthly highlights report. Discussion was held and questions were answered by Executive Director Shepard.

**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 Roalkvam made a motion to accept Quote #1: the Liability Insurance package with Utica, Beazley, and Travelers insurance for September 1, 2018 to August 31, 2019 at a cost of \$39,755 and an additional Fiduciary Liability Policy as outlined in the Cook & Kocher presentation. Trustee Looft seconded the motion.

On the roll call vote was:

AYES: 5: Barnett, Bulger, Looft, Present, and Roalkvam

NAYES: 0

ABSTAIN: 0

ABSENT: 2: Hackney and Matthews

There being 5 affirmative votes, the motion passed.

**Illinois Public Library Annual Report (IPLAR)**

Executive Director Shepard presented the Illinois Public Library Annual Report for Fiscal Year 2018. Discussion was held and questions were answered. Trustee Looft made a motion to approve the Illinois Public Library Annual Report for Fiscal Year 2018 with discussed alterations. Trustee Roalkvam seconded the motion.

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

**Ordinance #214: .02% Building and Maintenance Tax Levy**

Executive Director Shepard presented Ordinance 214: .02% Building and Maintenance Tax Levy to the Board. Discussion was held and questions were answered. Trustee Looft made a motion to approve Ordinance 214: .02% Building and Maintenance Tax Levy as presented. Trustee Roalkvam seconded the motion.

On the roll call vote was:

AYES: 5: Barnett, Bulger, Looft, Present, and Roalkvam

NAYES: 0

ABSTAIN: 0

ABSENT: 2: Hackney and Matthews

There being 5 affirmative votes, the motion passed.

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**TREASURER'S REPORT**

Treasurer Roalkvam presented the financial reports. The funds were in balance with a total of \$7,278,396.59 at the end of July, 2018 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 #831**

After reviewing selected invoices, Trustee Roalkvam made a motion to approve Warrant #831 for \$511,538.29. Trustee Present seconded the motion.

On the roll call vote was:

AYES: 5: Barnett, Bulger, Looft, Present, and Roalkvam

NAYES: 0

ABSTAIN: 0

ABSENT: 2: Hackney and Matthews

There being 5 affirmative votes, the motion passed.

**PRESIDENT'S DISCUSSION**

The Superintendent of District 21 contacted the Board President and requested support for the upcoming referendum.

**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 Looft to move to closed session pursuant to ILCS, Chapter 5, 120/2.(c)(2): Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees. Trustee Roalkvam seconded the motion.

On the roll call vote was:

AYES: 5: Barnett, Bulger, Looft, Present, and Roalkvam

NAYES: 0

ABSTAIN: 0

ABSENT: 2: Hackney and Matthews

There being 5 affirmative votes, the motion passed.

The meeting moved to closed session at 8:32 p.m.

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**RETURN TO OPEN SESSION**

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

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

**ADJOURNMENT**

A motion was made by Trustee Bulger 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 8:57 p.m.