

**INDIAN TRAILS PUBLIC LIBRARY DISTRICT
BOARD OF LIBRARY TRUSTEES
MEETINGMINUTES
WEDNESDAY, JULY 20, 2016**

CALL TO ORDER

President Barnett called the meeting to order at 7:15 p.m. in the library at 70 West Dundee Road, Buffalo Grove, Illinois 60089

ATTENDANCE

On the roll call, the following trustees were present:

Present: 6: Louise Barnett, Mary Battinus, W. Gene Looft, Bruce D. Matthews, and Donald Roalkvam

Absent: 1: Mary Christel

Also present were:

Staff: Director Brian Shepard, Susan Dennison

Guests: Dan Pohrte, Product LLC
Adrienne Booker, Ehlers and Associates
Rich Rosen, Wheeling Park District Trustee

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 roll call vote was:

AYES: 6: Barnett, Battinus, Hackney, Looft, Matthews, and Roalkvam
NAYES: 0
ABSTAIN: 0
ABSENT: 1: Christel

There being 6 affirmative votes, the motion passed.

PUBLIC COMMENTS

Rich Rosen addressed the Board regarding Wheeling Park District information.

UNFINISHED BUSINESS:

Debt Certificate Sale Update:

**INDIAN TRAILS PUBLIC LIBRARY DISTRICT
BOARD OF LIBRARY TRUSTEES
MEETINGMINUTES
WEDNESDAY, JULY 20, 2016**

Director Shepard and Adrienne Booker of Ehlers, and Associates updated the Board on the sale of Debt Certificates that occurred earlier on July 20, 2016. The funds are to be used to finance part of the 355 Schoenbeck Road construction project. Discussion was held and questions were answered.

355 Construction Update:

Director Shepard and Dan Pohrte of Product LLC updated the Board on the current status of the 355 Schoenbeck Road construction project. Discussion was held and questions were answered.

NEW BUSINESS

Library Closure – November 18, 2016 for Staff Institute Day:

Director Shepard requested the Board approve the closure of the main library and branch property for the full day on November 18, 2016 to allow the entire staff to attend Staff Institute Day. Discussion was held and questions were answered.

A motion was made by Trustee Hackney to approve the closure of the main library and branch on Friday, November 18, 2016 for the annual Staff Institute Day. Trustee Roalkvam seconded the motion.

On the voice vote, the vote was:

AYES: 6: Barnett, Battinus, Hackney, Looft, Matthews, and Roalkvam
NAYES: 0
ABSTAIN: 0
ABSENT: 1: Christel

There being 6 affirmative votes, the motion passed.

TREASURER’S REPORT

Treasurer Roalkvam presented the financial reports. The funds were in balance with a total of \$11,343,298.71 at the end of June, 2016 in the various accounts. The reports were discussed and questions were answered. President Barnett stated the reports would be filed for audit.

TREASURER’S WARRANT #806

After reviewing selected invoices, Trustee Roalkvam made a motion to approve Warrant #806 for \$1,296,743.18. Trustee Looft seconded the motion.

On the roll call vote, the vote was:

AYES: 6: Barnett, Battinus, Hackney, Looft, Matthews, and Roalkvam
NAYES: 0

**INDIAN TRAILS PUBLIC LIBRARY DISTRICT
BOARD OF LIBRARY TRUSTEES
MEETINGMINUTES
WEDNESDAY, JULY 20, 2016**

ABSTAIN: 0
ABSENT: 1: Christel

There being 6 affirmative votes, the motion passed.

COMMENTS ON STAFF REPORTS

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

PRESIDENTS DISCUSSION:

President Barnett shared with the Board:

- The passing of a library founding member and former staff member, Muriel Lischett.

DIRECTOR'S DISCUSSION:

Director Shepard reviewed and commented on a few projects happening at the library. Discussion was held and questions were answered by Director Shepard.

ADJOURNMENT

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

On the roll call vote was:

AYES: 6: Barnett, Battinus, Hackney, Looft, Matthews, and Roalkvam
NAYES: 0
ABSTAIN: 0
ABSENT: 1: Christel

There being 6 affirmative votes, the motion passed.

Trustee Roalkvam adjourned the meeting at 8:52 p.m.