

MINUTES
INDIAN TRAILS PUBLIC LIBRARY DISTRICT
355 SCHOENBECK ROAD, WHEELING, ILLINOIS 60090
MEETING OF THE BOARD OF LIBRARY TRUSTEES
Wednesday, May 15, 2019, 7:15 P.M.

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, Henry Hackney Jr., W. Gene Looft, Bruce Matthews, and Donald Roalkvam

Absent: Wendy Present

Also present were:

Staff: Executive Director Brian Shepard, Deputy Director Ryann Uden, Susan Beal, Susan Dennison and Robyn Franklin

Guests: Trustee Elect Vicki Baba, Trustee Elect John Chu and Tom Baba

TRUSTEE REMARKS

Trustee Looft addressed Board members and staff reflecting on his time as a Trustee.

OATH OF OFFICE FOR NEWLY ELECTED TRUSTEES

Executive Director Brian Shepard administered the Oath of Office to the newly elected trustees: Vicki Baba, Jamie Bulger, John Chu, Bruce Matthews and Donald Roalkvam.

ELECTION OF BOARD OFFICERS

President Barnett brought forth the following slate of officers:

President:	Louise Barnett
Vice President:	Henry Hackney, Jr.
Treasurer:	Bruce Matthews
Secretary:	Jamie Bulger

Trustee Roalkvam made a motion that the slate of officers be accepted as presented. Trustee Hackney seconded the motion.

On the roll call vote was:

AYES: 7: Baba, Barnett, Bulger, Chu, Hackney, Matthews and Roalkvam

NAYES: 0

ABSTAIN: 0

ABSENT: 0

There being 7 affirmative votes, the motion passed.

ADDITIONS TO THE AGENDA

None

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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 Matthews and seconded by Trustee Hackney 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

NEW BUSINESS

2019 Staff Institute Day Closing

Executive Director Brian Shepard requested that the library and branch be closed for Staff Institute Day on November 22nd.

Trustee Roalkvam made a motion to close the library locations on Friday, November 22, 2019 for a staff in-service day. Trustee Matthews seconded the motion.

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

Review of FY 2019-2020 Board Calendar

Executive Director Shepard discussed the proposed board calendar for 2020. He noted that he would bring it to the board for approval at the July meeting.

TREASURER'S REPORT

Trustee Roalkvam presented the financial reports. The funds were in balance with a total of \$7,350,111.27 at the end of April, 2019 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 #840

After reviewing selected invoices, Trustee Roalkvam made a motion to approve Warrant #840 for \$1,100,891.92. Trustee Bulger seconded the motion.

On the roll call vote was:

AYES: 7: Baba, Barnett, Bulger, Chu, Hackney, Matthews and Roalkvam

NAYES: 0

ABSTAIN: 0

ABSENT: 0

There being 7 affirmative votes, the motion passed.

PRESIDENT’S DISCUSSION

President Barnett noted that School District 214 is the recipient of the American Association of School Librarians’ (AASL) 2019 National School Library of the Year (NSLY) Award. The selection committee was “highly impressed by the integration of programming and service delivery with local public libraries.” President Barnett also welcomed the new Board members.

EXECUTIVE DIRECTOR’S DISCUSSION

Executive Director Shepard discussed that the library has recently partnered with the Hebrew Immigrant Aid Society. This partnership has included immigration help, as well as US Citizenship classes that started on May 6th. The 9 week class has 20 participants. Executive Director Shepard also discussed that the library will be hosting the summer lunch program again this year. Last year the program ran 3 days a week at the main library; this year lunches will be served at the branch. Both locations will serve lunch 5 days a week. It was also noted that the Summer Learning Adventure program will kick off on Saturday, June 8th.

CLOSED SESSION

A motion was made by Trustee Hackney and seconded by Trustee Roalkvam to move to closed session pursuant to ILCS, Chapter 5, 120/2.(c)(21): Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06.

On the roll call vote was:

AYES: 7: Baba, Barnett, Bulger, Chu, Hackney, Matthews and Roalkvam

NAYES: 0

ABSTAIN: 0

ABSENT: 0

There being 7 affirmative votes, the motion passed.

The meeting moved to closed session at 8:30 p.m.

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RETURN TO OPEN SESSION

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

On the roll call vote was:

AYES: 7: Baba, Barnett, Bulger, Chu, Hackney, Matthews and Roalkvam

NAYES: 0

ABSTAIN: 0

ABSENT: 0

There being 7 affirmative votes, the motion passed.

The closed session adjourned at 8:36 p.m. and the Board returned to open session.

ACTION ON CLOSED SESSION ITEMS

Release of the Meeting Minutes from Closed Sessions

A motion was made by Trustee Matthews and seconded by Trustee Roalkvam to approve the release of the meeting minutes from the following closed sessions as discussed: 1/18/2017, 5/17/2017, 6/14/2017, 9/6/2017 and 9/13/2017.

On the roll call vote was:

AYES: 7: Baba, Barnett, Bulger, Chu, Hackney, Matthews and Roalkvam

NAYES: 0

ABSTAIN: 0

ABSENT: 0

There being 7 affirmative votes, the motion passed.

Resolution Authorizing the Destruction of Audio or Video Recordings of Closed Sessions

A motion was made by Trustee Roalkvam and seconded by Trustee Matthews to approve the Resolution Authorizing the Destruction of Audio or Video Recordings of Closed Sessions as discussed including the recordings of the following dates: 1/18/2017, 5/17/2017, 6/14/2017, 9/6/2017 and 9/13/2017.

On the roll call vote was:

AYES: 7: Baba, Barnett, Bulger, Chu, Hackney, Matthews and Roalkvam

NAYES: 0

ABSTAIN: 0

ABSENT: 0

There being 7 affirmative votes, the motion passed.

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ADJOURNMENT

A motion was made by Trustee Baba and seconded by Trustee Chu to adjourn the meeting.

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

President Barnett adjourned the meeting at 8:38 p.m.