

MINUTES
INDIAN TRAILS PUBLIC LIBRARY DISTRICT
355 SCHOENBECK ROAD, WHEELING, ILLINOIS 60090
MEETING OF THE BOARD OF LIBRARY TRUSTEES
BOARD WORKSHOP
Wednesday, September 4, 2019, 7:00 P.M. - Lake Room

CALL TO ORDER

President Barnett called the meeting to order at 7:00 p.m.

ATTENDANCE

On the roll call, the following trustees were present:

Present: Vicki Baba, Louise Barnett, Henry Hackney Jr., Bruce Matthews, Donald Roalkvam

Absent: Jamie Bulger, John Chu

Also present were:

Staff: Executive Director Brian Shepard, Deputy Director Ryann Uden, Jeremy Peterson and Robyn Franklin

Guests: None

ADDITIONS TO THE AGENDA

The order of the agenda was changed to the following: Closed Session, Branch Update, Facilities Update.

PUBLIC COMMENTS

None

CLOSED SESSION

A motion was made by Trustee Roalkvam to move to closed session pursuant to ILCS, 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 an employee of the public body or against legal counsel for the public body to determine its validity. Trustee Baba seconded the motion.

On the roll call vote was:

AYES: 5: Baba, Barnett, Hackney, Matthews and Roalkvam

NAYES: 0

ABSTAIN: 0

ABSENT: 2: Chu and Bulger

There being 5 affirmative votes, the motion passed.

The meeting moved to closed session at 7:02 p.m.

Trustee Chu joined the meeting (remotely) at 7:02 p.m..

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RETURN TO OPEN SESSION

A motion was made by Trustee Roalkvam and seconded by Trustee Matthews 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 7:44 p.m. and the Board returned to open session.

BRANCH UPDATE

Deputy Director Uden presented a plan to evaluate the possibility of an expansion of the branch location. The plan would evaluate the current usage and forecast future needs of the community. Deputy Director Uden detailed a timeline for the process, which would include updating the Board of Trustees in December and presenting final recommendations by March, 2020.

FACILITIES UPDATE

Facilities & Safety Manager, Jeremy Peterson, gave an overview of the changes to the Facilities & Safety department in the past few months. This included changes in staffing, the addition of an outside cleaning contractor, a facilities & safety request ticketing system and the development of a preventative maintenance schedule.

Trustee Chu left the meeting at 8:07 p.m.

Executive Director Shepard walked Board members through several locations of the building to point out areas that are being considered for change in the future. The tour included the Launch Pad, the Middle Ground, Youth Services and Adult Services. It was noted that the Muriel Lischett Reading Room will go from a silent area to a quiet conversation area. Also, the single seating along the east wall of the library (study carrels and green chairs behind the nonfiction collection) will become a silent area.

ADJOURNMENT

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

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

President Barnett adjourned the meeting at 8:33 p.m.