

MINUTES
INDIAN TRAILS PUBLIC LIBRARY DISTRICT
355 SCHOENBECK ROAD, WHEELING, ILLINOIS 60090
MEETING OF THE BOARD OF LIBRARY TRUSTEES
Wednesday, September 18, 2019, 7:00 P.M.

CALL TO ORDER

President Barnett called the meeting to order at 7:01 p.m.

ATTENDANCE

On the roll call, the following trustees were present:

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

Absent: John Chu

Also present were:

Staff: Executive Director Brian Shepard, Susan Beal and Robyn Franklin

Guests: None

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 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

Threshold Amount for Clearing Fines

Trustee Roalkvam made a motion to approve the proposal to delete all pre-2015 library card accounts with charges less than \$500 from the database prior to the migration to the CCS Consortium. Trustee Hackney seconded the motion.

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On the roll call vote was:

AYES: 6: Baba, Barnett, Bulger, Hackney, Matthews and Roalkvam
NAYES: 0
ABSTAIN: 0
ABSENT: Chu

There being 6 affirmative votes, the motion passed.

Policy Updates

3.20 Library Use and Loan Periods

A motion was made by Trustee Roalkvam and seconded by Trustee Bulger to approve the revisions to library policy 3.20 as presented.

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

3.21 Fines and Fees

A motion was made by Trustee Matthews and seconded by Trustee Hackney to approve the revisions to library policy 3.21 as presented.

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

Ordinance 219: FY 2019-2020 Budget and Appropriation

Trustee Baba made a motion to approve Ordinance 219: Combined Annual Budget and Appropriation Ordinance for Library Purpose of the Fiscal Year 2019-2020 as presented. Trustee Roalkvam seconded the motion.

On the roll call vote was:

AYES: 6: Baba, Barnett, Bulger, Hackney, Matthews and Roalkvam
NAYES: 0
ABSTAIN: 0
ABSENT: Chu

There being 6 affirmative votes, the motion passed.

NEW BUSINESS

None

TREASURER'S REPORT

Trustee Matthews presented the financial reports. The funds were in balance with a total of \$8,027,924.43 at the end of August, 2019 in the various accounts. The reports were discussed and questions were answered.

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TREASURER’S WARRANT #844

After reviewing selected invoices, Trustee Matthews made a motion to approve Warrant #844 for \$767,807.12. Trustee Roalkvam seconded the motion.

On the roll call vote was:

AYES: 6: Baba, Barnett, Bulger, Hackney, Matthews and Roalkvam
NAYES: 0
ABSTAIN: 0
ABSENT: Chu

There being 6 affirmative votes, the motion passed.

PRESIDENT’S DISCUSSION

President Barnett had nothing to report.

EXECUTIVE DIRECTOR’S DISCUSSION

Executive Director Shepard reviewed the Tax Levy Overview handout from the packet. He also discussed the Trustee Academy and Trustee Short Takes videos for trustees. These are available through United for Libraries and are resources for trustees.

Executive Director Shepard noted that he would be attending the IMLS discussion titled “Catalyzing the Role of Museums and Libraries within the Chicago Regional Community Development Ecosystem” later this week. He will also be attending the OCLC Library Futures conference in Phoenix in October. Along with President Barnett and Trustee Matthews, he met with Representative Dan Didech and several other library representatives at the Vernon Area Library to discuss library issues. He also mentioned that Deputy Director Ryann Uden accepted the Technology Innovation Operations Category award on behalf of the library at the Special Districts Midwest Summit. In addition, it was noted that merit increases for staff will be going into effect in October.

CLOSED SESSION

A motion was made by Trustee Matthews 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 Roalkvam seconded the motion.

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

The meeting moved to closed session at 8:01 p.m.

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RETURN TO OPEN SESSION

A motion was made by Trustee Roalkvam and seconded by Trustee Baba 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 8:21 p.m. and the Board returned to open session.

UNFINISHED BUSINESS

Executive Director's Compensation Package:

Trustee Hackney made a motion to approve the Executive Director's Compensation Package as presented. Trustee Baba seconded the motion.

On the roll call vote was:

AYES: 6: Baba, Barnett, Bulger, Hackney, Matthews and Roalkvam

NAYES: 0

ABSTAIN: 0

ABSENT: Chu

There being 6 affirmative votes, the motion passed.

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 8:25 p.m.