

**MINUTES**  
**INDIAN TRAILS PUBLIC LIBRARY DISTRICT**  
**355 SCHOENBECK ROAD, WHEELING, ILLINOIS 60090**  
**MEETING OF THE BOARD OF LIBRARY TRUSTEES**  
**Wednesday, January 15, 2020 - 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: Louise Barnett, Vicki Baba, Jamie Bulger, John Chu, Henry Hackney Jr., Bruce Matthews and Donald Roalkvam

Absent: None

Also present were:

Staff: Executive Director Brian Shepard, Deputy Director Ryann Uden 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 Baba 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**

**Library Closing: November 6, 2020 - Library Foundation Donor Event (close at 5:00pm)**

Trustee Roalkvam made a motion to close the library at 5:00pm on Friday, November 6, 2020 to prepare for the library foundation donor event from 7:00-9:00pm. Trustee Hackney seconded the motion.

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

**Human Resources Policy 4.1: Anti-Harassment Policy**

Trustee Matthews made a motion to approve by voice vote the Resolution Amending Human Resources Policy 4.1: Anti-Harassment Policy. Trustee Roalkvam seconded the motion.

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

**TREASURER'S REPORT**

Trustee Matthews presented the financial reports. The funds were in balance with a total of \$7,195,337.32 at the end of December, 2019 in the various accounts. The reports were discussed and questions were answered.

**TREASURER'S WARRANT #847**

After reviewing selected invoices, Trustee Matthews made a motion to approve Warrant #848 for \$504,921.79. Trustee Roalkvam 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 discussed the library foundation's fundraising events scheduled for March and November and asked board members to consider contacting any connections they might have in the community for donations.

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**EXECUTIVE DIRECTOR'S DISCUSSION**

Executive Director Shepard announced that the library foundation's annual meeting will be held at Lou Malnati's in Buffalo Grove on Wednesday, January 22 at 7:00pm. He also announced a volunteer recognition event on Sunday, April 19 at 2:00pm and asked that trustees attend if they are available.

Executive Director Shepard will be attending and acting as a mentor for Elevate on April 18 in Springfield, IL. He will also be attending National Library Legislative Day on May 4-5 in Washington, DC.

Deputy Director Uden discussed the new "20 in 2020" reading challenge that began on January 2nd and is targeted to adults.

**ADJOURNMENT**

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

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

President Barnett adjourned the meeting at 8:05 p.m.