

**MINUTES**  
**INDIAN TRAILS PUBLIC LIBRARY DISTRICT**  
**355 SCHOENBECK ROAD, WHEELING, ILLINOIS 60090**  
**MEETING OF THE BOARD OF LIBRARY TRUSTEES**  
**Wednesday, April 15, 2020 - 5:00 P.M. - Via Remote**

The meeting of the Board of Library Trustees was held without a quorum of Library Trustees physically present. The Library Trustees conducted the Board meeting with Library Trustees attending remotely via electronic means. This method of conducting the Board meeting is authorized by Executive Order of the Governor (Covid-19 Executive Order No. 5, March 16, 2020).

**CALL TO ORDER**

President Barnett called the meeting to order at 5:00 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, Susan Beal, Jennifer Wonsowicz 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 Roalkvam 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

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**UNFINISHED BUSINESS**

None

**NEW BUSINESS**

**Virtual Programs and Services**

Executive Director Shepard discussed how staff have been working to bring programs and services to a virtual environment. The development of the new services and programs is in alignment with the library's Strategic Plan. Deputy Director Uden discussed the virtual programs and services that have been implemented since the Stay-at-Home order. Programs have included: Wills & Trusts, Hitting your Stride at Midlife and Beyond, Genealogy Zoom Chat Series, Virtual Anime Club, Great Decisions Discussion Group, Stitch Together Virtual Meet-Up, Creativebug Database Virtual Tour, Silhouette Studio Software Tour, Virtual Storytimes, Crafternoon Videos and Virtual Book Clubs. Virtual services include online library card registration, live chats and a collection of community resources that have been shared on social media and the website. In addition, staff have been developing alternative programs to connect with members throughout the summer.

**TREASURER'S REPORT**

Trustee Matthews presented the financial reports. The funds were in balance with a total of \$8,437,467.55 at the end of March, 2020 in the various accounts. The reports were discussed and questions were answered.

**TREASURER'S WARRANT #851**

After reviewing selected invoices, Trustee Matthews made a motion to approve Warrant #851 for \$539,204.59. 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 mentioned that ILA will be hosting a Trustee Forum webinar on April 30th.

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**EXECUTIVE DIRECTOR'S DISCUSSION**

Executive Director Shepard announced that the workshop scheduled for May 6th has been cancelled.

**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 6:10 p.m.