

MINUTES
INDIAN TRAILS PUBLIC LIBRARY DISTRICT
355 SCHOENBECK ROAD, WHEELING, ILLINOIS 60090
MEETING OF THE BOARD OF LIBRARY TRUSTEES
Wednesday, September 16, 2020 - Immediately following Public Hearing - Via Remote

The meeting of the Board of Library Trustees will be held without a quorum of Library Trustees physically present. The Library Trustees will conduct the Board meeting with Library Trustees attending remotely via electronic means in accordance with Public Act 101-640. Members of the public are invited to attend by going to www.indiantrailslibrary.org/BoardMeeting or by contacting Robyn Franklin at 847-279-2242 at least 1 hour in advance of the meeting.

CALL TO ORDER

President Barnett called the meeting to order at 7:03 p.m.

ATTENDANCE

On the roll call, the following trustees were present:

Present: Vicki Baba, Louise Barnett, Jamie Bulger, John Chu, Henry Hackney, Jr. (joined the meeting at 7:07 p.m.), Bruce Matthews and Donald Roalkvam

Absent: None

Also present were:

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

Guests: R. Rosen (joined after Public Comments)

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

Two corrections were made to Consent Agenda items. On the roll call vote to adjourn the Board Workshop meeting on September 2, 2020 the "Ayes" should read "5". On the first page of the Monthly Report, the number of programs and number of participants should be switched on the infographic. A motion was made by Trustee Baba to approve the Consent Agenda items with the above mentioned changes. Trustee Matthews seconded the motion.

On the roll call vote was:

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

NAYES: 0

ABSTAIN: 0

ABSENT: 1: Hackney

There being 6 affirmative votes, the motion passed.

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COMMENTS ON CONSENT AGENDA ITEMS

The Board reviewed and commented on the various reports. Discussion was held and questions were answered by Executive Director Shepard.

PUBLIC COMMENTS

None

Trustee Hackney joined the meeting at 7:07 p.m.

UNFINISHED BUSINESS

Ordinance 224: FY 2020-2021 Budget and Appropriation

Trustee Matthews made a motion to approve Ordinance 224: Combined Annual Budget and Appropriation Ordinance for Library Purpose of the Fiscal Year 2020-2021 as presented.

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.

NEW BUSINESS

Buffalo Grove StoryWalk Intergovernmental Agreement

Executive Director Shepard discussed that we are working with the Buffalo Grove Park District to create a StoryWalk® at the newly renovated Green Lakes Park in Buffalo Grove. The StoryWalk® is made up of several freestanding displays along a walking path that a family can follow and read a story. He noted that the Foundation has agreed to cover the costs of the installation of the sign holders at the park.

Trustee Chu made a motion to accept the StoryWalk® intergovernmental agreement with the Buffalo Grove Park District. 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.

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Covid-19 Relief Intergovernmental Agreement

Executive Director Shepard noted that The CARES Act provided payments from the Coronavirus Relief Funds to Lake County, which is in turn making it available to individual taxing districts through an intergovernmental agreement. Of the funds, the library could be reimbursed up to \$33,780 in unbudgeted funds spent between March 1 and December 30, 2020 on eligible Covid related expenditures.

Trustee Roalkvam made a motion to accept the Covid-19 Relief Fund intergovernmental agreement with Lake County, Illinois. Trustee Baba 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.

Virtual Programs and Services Update

Deputy Director Uden mentioned that the Grayslake and Palatine libraries have joined our consortium. There are now 26 libraries in the consortium. This has added 424,000 additional items available to members. Deputy Director Uden discussed a large increase in the ePRINTit services. She also mentioned that there were 580 computer use sessions in August. Finally, staff have been working on On the Go Services which include DIYTRY2GO, Take and Make Bags and Grab and Go Theme Bags.

TREASURER'S REPORT

Trustee Matthews presented the financial reports. The funds were in balance with a total of \$8,908,352.42 at the end of August, 2020 in the various accounts. The reports were discussed and questions were answered.

TREASURER'S WARRANT #856

After reviewing selected invoices, Trustee Matthews made a motion to approve Warrant #856 for \$594,085.31. 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.

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PRESIDENT'S DISCUSSION

President Barnett mentioned that Trustees who are up for reelection would be able to attend the Foundation's pop up book sale on September 26th to have their petitions signed.

EXECUTIVE DIRECTOR'S DISCUSSION

Executive Director Shepard mentioned that the Branch will be reopening on October 5th. Staff have been working on setting up the branch in a way that will allow for distancing. At the October 7th Board workshop public services managers will be in attendance to give an update on how staff have been adjusting and changing their approach to services. Executive Director Shepard also noted that the library will be an early voting site.

ADJOURNMENT

A motion was made by Trustee Matthews to adjourn the meeting. 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 Barnett adjourned the meeting at 8:12 p.m.