

MINUTES
INDIAN TRAILS PUBLIC LIBRARY DISTRICT
355 SCHOENBECK ROAD, WHEELING, ILLINOIS 60090
MEETING OF THE BOARD OF LIBRARY TRUSTEES
Wednesday, April 20, 2022
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, John Chu, Henry Hackney Jr, and Don Roalkvam

Absent: Andrew Sitshela

Also present were:

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

Guests: None

ADDITIONS TO THE AGENDA

None

OATH OF OFFICE FOR NEWLY ELECTED TRUSTEES

President Barnett administered the Oath of Office to newly appointed Trustee, Erin Hauck.

ELECTION OF BOARD TREASURER

Trustee Roalkvam made a motion to appoint Trustee Chu Board Treasurer. Trustee Baba seconded the motion.

On the roll call vote was:

AYES: 6: Baba, Barnett, Chu, Hackney, Hauck, and Roalkvam

NAYES: 0

ABSTAIN: 0

ABSENT: 1: Sitshela

There being 6 affirmative votes, the motion passed.

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 Hackney to approve the Consent Agenda items. Trustee Roalkvam seconded the motion.

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

COMMENTS ON CONSENT AGENDA ITEMS

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

PUBLIC COMMENTS

None

UNFINISHED BUSINESS

None

NEW BUSINESS

Prospect Heights Branch Lease Renewal

Executive Director Shepard discussed renewal options for the Prospect Heights branch location. After discussing the options and requesting additional information, Trustees agreed to table the discussion until the May 4, 2022 workshop.

Network Firewall Purchase

Mike Jackiw, Information Technology Manager, discussed the need to replace our network firewalls since they will no longer be supported after August, 2022. He presented options and recommendations for the project. He noted that while the 5 year cost exceeds what we had originally budgeted for the project, we do have the funds available in the Contingency budget line of \$20,000. The recommendation is to choose the five year option from Sentinel Technologies for Cisco Meraki firewalls due to the extensive savings involved. Trustee Hauck made a motion to approve the purchase of network firewalls for the five year option from Sentinel Technologies for the quoted price of \$45,694.02. Trustee Hackney seconded the motion.

On the roll call vote was:

AYES: 6: Baba, Barnett, Chu, Hackney, Hauck and Roalkvam

NAYES: 0

ABSTAIN: 0

ABSENT: 1: Sitshela

There being 6 affirmative votes, the motion passed.

Accessibility Task Force

Deputy Director Uden noted that one of our Strategic Plan activities for 2021 was to create an Accessibility Task Force to develop and implement strategies for members utilizing library services. Due to the pandemic and staff capacities, the Task Force delayed the start of meetings to summer of 2021. Members met and selected five recommendations to improve member

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accessibility. Those include the installation of some form of automatic door/door opener in public restrooms, adding at least one Lift Parking/Van Accessible area in the parking lot, investigating options for improving the Branch accessibility, creating an Accessibility Officer to serve as a communications point for accessibility and developing staff awareness and offering at least two training opportunities for staff in 2022.

TREASURER’S REPORT

Trustee Chu presented the financial reports. The funds were in balance with a total of \$10,695,506.02 at the end of March, 2022 in the various accounts. The reports were discussed and questions were answered.

TREASURER’S WARRANT #875

After reviewing selected invoices, Trustee Chu made a motion to approve Warrant #875 for \$694,250.12. Trustee Hauck seconded the motion.

On the roll call vote was:

AYES: 6: Baba, Barnett, Chu, Hackney, Hauck and Roalkvam

NAYES: 0

ABSTAIN: 0

ABSENT: 1: Sitshela

There being 6 affirmative votes, the motion passed.

ITPLD FOUNDATION DISCUSSION

Trustee Baba discussed several items that the Foundation has approved purchase of for the Library. Some of those items include a sublimation printer, mug press, movie bundles and a sensory wall in Youth Services.

PRESIDENT’S DISCUSSION

President Barnett noted that Trustees will be receiving e blasts from United for Libraries regarding book banning. She encouraged Trustees to read them and participate in the webinars that are offered.

EXECUTIVE DIRECTOR’S DISCUSSION

Executive Director Shepard discussed that the Management Team met with our EDI consultant, Tip Fallon (All in One Consulting), to develop more clarity in our EDI work and prioritize next steps. He noted that more updates will be brought to the Board in the coming months. He also mentioned an upcoming community event from the Hindu Swayamsevak Sangh USA, Inc. entitled “Darshana: A Glimpse into Hindu Civilization” exhibition that Trustees are invited to attend. Finally, he noted that on April 15th we had nearly 1,000 people in the building. The last time that we had that many was March 13, 2020.

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ADJOURNMENT

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

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

President Barnett adjourned the meeting at 8:15 p.m.