

**MINUTES**  
**INDIAN TRAILS PUBLIC LIBRARY DISTRICT**  
**355 SCHOENBECK ROAD, WHEELING, ILLINOIS 60090**  
**MEETING OF THE BOARD OF LIBRARY TRUSTEES**  
**Wednesday, May 18, 2022**  
**7:00 p.m. - via Zoom**

**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, Don Roalkvam and Andrew Sitshela

Absent: Erin Hauck

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

On the roll call vote was:

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

NAYES: 0

ABSTAIN: 0

ABSENT: 1: Hauck

There being 6 affirmative votes, the motion passed.

**COMMENTS ON CONSENT AGENDA ITEMS**

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

**PUBLIC COMMENTS**

None

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**UNFINISHED BUSINESS**

**Prospect Heights Branch Lease Renewal**

Executive Director Shepard shared additional information and an updated lease renewal agreement with the Trustees. President Barnett made a motion to approve the 10-year lease option for the Prospect Heights Branch with the terms as outlined pending final attorney review. Trustee Roalkvam seconded the motion.

On the roll call vote was:

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

NAYES: 0

ABSTAIN: 0

ABSENT: 1: Hauck

There being 6 affirmative votes, the motion passed.

**Budget Updates**

Executive Director Shepard shared additional information from questions raised at the May workshop with Trustees. He noted that the budget will be brought to the Board to be voted on at the June meeting.

**NEW BUSINESS**

None

**TREASURER'S REPORT**

Trustee Chu presented the financial reports. The funds were in balance with a total of \$10,331,507.95 at the end of April, 2022 in the various accounts. The reports were discussed and questions were answered.

**TREASURER'S WARRANT #876**

After reviewing selected invoices, Trustee Chu made a motion to approve Warrant #876 for \$1,109,886.04 Trustee Roalkvam seconded the motion.

On the roll call vote was:

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

NAYES: 0

ABSTAIN: 0

ABSENT: 1: Hauck

There being 6 affirmative votes, the motion passed.

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**PRESIDENT'S DISCUSSION**

None

**EXECUTIVE DIRECTOR'S DISCUSSION**

Executive Director Shepard mentioned that the Foundation voted to fund a light table for the Early Learning Area and a Story Cube (a short story dispenser) for the library. He also discussed the recent water main break that occurred at the front of the building and the potential cost of the repair. Finally, he mentioned that he will be on vacation June 16-20 and July 4-15. Deputy Director Uden will be available to handle any issues or questions while he's out.

**ADJOURNMENT**

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

On the roll call vote was:

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

NAYES: 0

ABSTAIN: 0

ABSENT: 1: Hauck

There being 6 affirmative votes, the motion passed.

President Barnett adjourned the meeting at 7:54 p.m.