

**MINUTES**  
**INDIAN TRAILS PUBLIC LIBRARY DISTRICT**  
**355 SCHOENBECK ROAD, WHEELING, ILLINOIS 60090**  
**MEETING OF THE BOARD OF LIBRARY TRUSTEES**  
**Wednesday, May 17, 2023**  
**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. Erin Hauck, Don Roalkvam and Andrew Sitshela

Absent: None

Also present were:

**Staff:** Executive Director Brian Shepard, Deputy Director Ryann Uden, Susan Beal, Jennifer Schmidt, Aleksandra Terlik and Robyn Franklin

**Guests:** Trustee Elect Caitlyn Keenan, Trustee Elect Mary Moodhe, Jacob Moodhe, Trevor Moodhe, Adam Moodhe, Anne Libby, Gordon Libby, Mike Roalkvam, Dan Roalkvam, Joan Roalkvam, Brian Hauck, Frankie Hauck, Eanna Hauck

**TRUSTEE REMARKS AND RECOGNITION OF OUTGOING TRUSTEES**

President Barnett thanked Trustee Roalkvam for his 26 years of service on the Board. She noted that he has held several different positions on the Board and other library-related committees. Trustee Hackney also thanked Trustee Roalkvam for his service and friendship. President Barnett thanked Trustee Chu for his 4 years of service on the Board, as well as his work as Treasurer. Former Trustee Matthews phoned in to thank Trustees Roalkvam and Chu.

Trustee Roalkvam thanked his family, Trustees and library staff for their support.

**OATH OF OFFICE FOR NEWLY ELECTED TRUSTEES**

Executive Director Brian Shepard administered the Oath of Office to the newly elected Trustees: Vicki Baba, Erin Hauck, Caitlyn Keenan and Mary Moodhe.

At 7:16 p.m. Trustee Hackney made a motion to recess the meeting to celebrate the newly elected Trustees and the outgoing Trustees. Trustee Sitshela seconded the motion. On the voice vote all were in favor and the motion carried.

At 7:33 p.m. Trustee Hackney made a motion to return from recess and back to open session. Trustee Baba seconded the motion. On the voice vote all were in favor and the motion carried.

**ATTENDANCE**

On the roll call, the following trustees were present:

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Present: Vicki Baba, Louise Barnett, Henry Hackney Jr. Erin Hauck, Caitlyn Keenan, Mary Moodhe and Andrew Sitsshela

Absent: None

Also present were:

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

**Guests:** None

**ELECTION OF BOARD OFFICERS**

Vice-President Baba brought forth the following slate of officers:

President:	Louise Barnett
Vice-President:	Vicki Baba
Treasurer:	Erin Hauck
Secretary:	Henry Hackney, Jr.

The floor was then opened for other nominations for the Board Officer positions. Trustee Baba made a **motion that the slate of officers be accepted as presented.** Trustee Hackney seconded the motion. On the voice vote all were in favor and the motion carried.

**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 Hauck and seconded by Trustee Sitsshela 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 various reports. Discussion was held and questions were answered.

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**PUBLIC COMMENTS**

None

**UNFINISHED BUSINESS**

**Local Government Efficiency Committee**

Executive Director Shepard reviewed the creation of a Government Efficiency committee that he discussed at the April Board meeting. He noted that the committee consists of the Board of Trustees, the Executive Director, 2 members of the community and anyone else the Board designates. He recommended that Nina Strezewski, Cristel Mohrman and Deputy Director Uden be included on the committee. The committee's first meeting will be Wednesday, June 7, 2023.

Trustee Hauck made a motion to **approve the creation of the ITPLD Government Efficiency committee as presented.** Trustee Baba seconded the motion. On the voice vote all were in favor and the motion carried.

**Travel Expense Reimbursement Request**

As was done for the other Trustees at the March meeting, Trustee Hauck made a **motion to approve travel expense reimbursement requests for the 2023 ALA Convention in Chicago for an amount not to exceed \$365.00 each for Trustees Keenan and Moodhe by a single roll call vote.** Trustee Moodhe seconded the motion.

On the roll call vote was:

AYES: 7: Baba, Barnett, Hackney, Hauck, Keenan, Moodhe and Sitshela

NAYES: 0

ABSTAIN: 0

ABSENT: 0

There being 7 affirmative votes, the motion passed.

**NEW BUSINESS**

**Preliminary FY 2023-2024 Budget**

Executive Director Shepard reviewed the preliminary FY 2023-2024 budget. He noted that the preliminary budget will be presented for passage at the June 21, 2023 board meeting. It will allow for funds to be spent between the beginning of the 2023-2024 fiscal year on July 1, 2023 and the passage of the final budget at the September 20, 2023 board meeting.

**TREASURER'S REPORT**

Trustee Hauck presented the financial reports. The funds were in balance with a total of \$10,984,411.79 at the end of April, 2023 in the various accounts. The reports were discussed, and questions were answered.

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**TREASURER'S WARRANT #88**

After reviewing selected invoices, Trustee Hauck made a motion to **Approve Warrant #888 for \$1,162,225.09**. Trustee Moodhe seconded the motion.

On the roll call vote was:

AYES: 7: Baba, Barnett, Hackney, Hauck, Keenan, Moodhe and Sitshele

NAYES: 0

ABSTAIN: 0

ABSENT: 0

There being 7 affirmative votes, the motion passed.

**PRESIDENT'S DISCUSSION**

President Barnett thanked Trustees Baba and Hackney for their work on the Nominating Committee.

**EXECUTIVE DIRECTOR'S DISCUSSION**

Executive Director Shepard noted that the Branch project will be wrapping up this week. He also mentioned that there have been several staffing changes recently. Since the beginning of March there have been six internal promotions, including the promotion of Sarah Heimsoth from Adult Services Assistant to Youth Services Manager. Finally, he noted that he will be on vacation the first three weeks of July and Deputy Director Uden will be available for any questions.

**ADJOURNMENT**

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

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

President Barnett adjourned the meeting at 8:41p.m.