

MINUTES
INDIAN TRAILS PUBLIC LIBRARY DISTRICT
355 SCHOENBECK ROAD, WHEELING, ILLINOIS 60090
BOARD OF LIBRARY TRUSTEES WORKSHOP
Wednesday, November 2, 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, Erin Hauck, Donald Roalkvam and Andrew Sitshela

Absent: John Chu, Henry Hackney, Jr.

Also present were:

Staff: Executive Director Brian Shepard, Deputy Director Ryann Uden, Susan Beal and
Jeremy Peterson

Guests: None

ADDITIONS TO THE AGENDA

None

PUBLIC COMMENTS

None

OUTREACH TRAINING

Outreach training has been moved to the February 1, 2023 workshop.

2022 LEVY REVIEW

Executive Director Shepard discussed that the 2022 levy is one of the most difficult levies to determine since the numbers from the previous year's levy process have not yet been received. Those numbers are used as the starting point for the levy process that begins in November. It is highly unusual to not have a defined starting number from which to work on the 2022 levy. Executive Director Shepard also discussed several factors that were considered by staff as the recommendations were prepared. Discussion was held and questions were answered. The levy will be brought to the Trustees for approval at the November 16, 2022 meeting.

CAPITAL NEEDS ASSESSMENT

At 7:40 p.m. Trustees toured the building and Jeremy Peterson discussed the capital needs assessment that was performed by SMC Construction Services on August 10th. They identified a small number of issues to be addressed and provided a timeline of projected dates and costs associated. Overall, the results of the assessment indicate that the building and its systems are being well-maintained. As long as this continues, they are expected to remain in good condition for the foreseeable future.

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LAUNCH PAD TOUR

At 8:15 p.m. Trustees visited the Launch Pad and Liz Poppenhouse and Patrick Villanueva gave a presentation that included hands-on demonstrations of the equipment in the space.

ADJOURNMENT

A motion was made by Trustee Baba 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 8:58 p.m.