

MINUTES
INDIAN TRAILS PUBLIC LIBRARY DISTRICT
355 SCHOENBECK ROAD, WHEELING, ILLINOIS 60090
MEETING OF THE BOARD OF LIBRARY TRUSTEES
TRUSTEE WORKSHOP
Wednesday, February 3, 2021 - 7:00 P.M. - 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 7:00 p.m.

ATTENDANCE

On the roll call, the following trustees were present:

Present: Vicki Baba, Louise Barnett, Henry Hackney, Jr., Bruce Matthews and Donald Roalkvam

Absent: Jamie Bulger, John Chu

Also present were:

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

Guests: None

ADDITIONS TO THE AGENDA

None

PUBLIC COMMENTS

None

FY 2021 - 2022 BUDGET CALENDAR

Executive Director Shepard shared the FY 2021 - 2022 budget calendar, which highlights the steps leading up to presenting the final budget to the Board in September. A potential impact to the budget is the possibility of adding a branch location in Buffalo Grove. Executive Director Shepard has also questioned whether or not the budget needs to be in a fiscal year beginning in July and ending in June. He noted that he has been speaking with Representative Didech, auditors and the library's attorney to determine if switching our fiscal year to follow a calendar year would be a possibility.

2020 SERVING OUR PUBLIC 4.0

As a requirement of the Per Capita Grant Application, Trustees reviewed *2020 Serving Our Public 4.0*. Trustees asked questions and engaged in discussion. President Barnett noted that Board members are encouraged to participate in continuing education opportunities over the course of the year. Executive Director Shepard noted that he will be updating the training program for new Trustees.

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NETWORK SWITCHES REPLACEMENT

Deputy Director Uden discussed that our current switches will need to be updated since they will not be supported as of October, 2021. Switches are important to the network because they connect devices to each other (such as computers to other computers, computers to printers, etc.) as well as providing better network performance. The project was proposed and included in the 2020-2021 budget. The cost will be approximately \$90,000. Staff are in the process of getting finalized quotes utilizing statewide contracts. A detailed proposal with finalized pricing will be presented at the February 17th Board meeting for approval.

VIRTUAL PROGRAMMING UPDATE

Deputy Director Uden noted that we opened the library with limited services on Monday, February 1st. There were 1,400 items checked out (compared to 500 items checked out 2 weeks previous). The door count was 309; there were 337 interactions with members and there were 20 computer use sessions.

ADJOURNMENT

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

On the roll call vote was:

AYES: 5: Baba, Barnett, Hackney, Matthews and Roalkvam
NAYES: 0
ABSTAIN: 0
ABSENT: 2: Bulger, Chu

There being 5 affirmative votes, the motion passed.

President Barnett adjourned the meeting at 7:30 p.m.