

**MINUTES**  
**INDIAN TRAILS PUBLIC LIBRARY DISTRICT**  
**355 SCHOENBECK ROAD, WHEELING, ILLINOIS 60090**  
**MEETING OF THE BOARD OF LIBRARY TRUSTEES**  
**Wednesday, January 20, 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](http://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, Jamie Bulger, John Chu, Henry Hackney, Jr., Bruce Matthews and Donald Roalkvam

Absent: None

Also present were:

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

Guests: Vanessa O'Rourke (member of the public)

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

On the roll call vote was:

AYES: 7: Baba, Barnett, Bulger, Chu, Hackney, Matthews and Roalkvam

NAYES: 0

ABSTAIN: 0

ABSENT: 0

There being 7 affirmative votes, the motion passed.

**MINUTES**  
**INDIAN TRAILS PUBLIC LIBRARY DISTRICT**  
**355 SCHOENBECK ROAD, WHEELING, ILLINOIS 60090**  
**MEETING OF THE BOARD OF LIBRARY TRUSTEES**  
**Wednesday, January 20, 2021**  
**7:00 p.m. - Via Remote**

**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**

**Virtual Programs and Services Update**

Deputy Director Uden discussed that the following in-person services will be available beginning February 1st: in-person browsing and check-out of materials; copying, printing and fax services; limited computer use. The Branch location will be open Mondays and Fridays from 1-4 pm and 5-8 pm. Virtual programs and drive-up services will continue to be offered. Deputy Director Uden also discussed the Homebound Mailing Service program that began on January 4th. In addition, she discussed this year's Rise to the Challenge : 2021 Reading Program.

**NEW BUSINESS**

**Facilities Workroom Renovation**

Jeremy Peterson, Facilities & Safety Manager, discussed the facilities & Safety department's renovation. He noted that Product Architecture + Design provided a preliminary proposal for the renovation work in the amount of \$124,000 and that this amount has been set aside in the budget. Due to insurance limitations, it will be necessary to hire a general contractor for the project. He noted that with the Board's consent the project will go out to bid as soon as January 21st and the bid would be brought to the Board for approval at the February 17th meeting.

**Resolution Authorizing the Participation in the Northern Illinois Municipal Electric Collaborative (NIMEC) and Authorizing the Executive Director to Approve a Contract with the Lowest Cost Electricity Provider for a Period up to 36 Months**

Executive Director Shepard noted that this is a renewal of our previous resolution regarding the participation in the Northern Illinois Municipal Electric Collaborative (NIMEC). Trustee Roalkvam made a motion to approve the Resolution Authorizing the Participation in the Northern Illinois Municipal Electric Collaborative (NIMEC) and Authorizing the Executive Director to Approve a Contract with the Lowest Cost Electricity Provider for a Period up to 36 Months. Trustee Hackney second the motion.

On the roll call vote was:

AYES: 7: Baba, Bulger, Barnett, Chu, Hackney, Matthews and Roalkvam

NAYES: 0

ABSTAIN: 0

ABSENT: 0

There being 7 affirmative votes, the motion passed.

**MINUTES**  
**INDIAN TRAILS PUBLIC LIBRARY DISTRICT**  
**355 SCHOENBECK ROAD, WHEELING, ILLINOIS 60090**  
**MEETING OF THE BOARD OF LIBRARY TRUSTEES**  
**Wednesday, January 20, 2021**  
**7:00 p.m. - Via Remote**

**TREASURER'S REPORT**

Trustee Matthews presented the financial reports. The funds were in balance with a total of \$8,372,421.25 at the end of December, 2020 in the various accounts. The reports were discussed and questions were answered.

**TREASURER'S WARRANT #860**

After reviewing selected invoices, Trustee Matthews made a motion to approve Warrant #860 for \$512,201.89. Trustee Roalkvam seconded the motion.

On the roll call vote was:

AYES: 7: Baba, Bulger, Barnett, Chu, Hackney, Matthews and Roalkvam

NAYES: 0

ABSTAIN: 0

ABSENT: 0

There being 7 affirmative votes, the motion passed.

**PRESIDENT'S DISCUSSION**

President Barnett thanked Executive Director Shepard and staff for recognizing the day of national healing. She also encouraged the Trustees to register for the Virtual Legislative Meetup on February 15th. She noted that the "Trustees Roles During Covid" workshop presented today through RAILS can still be viewed since it was recorded.

**EXECUTIVE DIRECTOR'S DISCUSSION**

Executive Director Shepard mentioned that he has been acting as the Buffalo Grove Rotary Treasurer for the past 6 years but will be resigning his position when his term ends this year. He mentioned that Rotary will be hosting a mobile food pantry event on January 30th. Also, he noted that the library app will be up and running in early February.

**ADJOURNMENT**

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

On the roll call vote was:

AYES: 7: Baba, Barnett, Bulger, Chu, Hackney, Matthews and Roalkvam

NAYES: 0

ABSTAIN: 0

ABSENT: 0

There being 7 affirmative votes, the motion passed.

President Barnett adjourned the meeting at 7:53 p.m.