

MINUTES
INDIAN TRAILS PUBLIC LIBRARY DISTRICT
355 SCHOENBECK ROAD, WHEELING, ILLINOIS 60090
MEETING OF THE BOARD OF LIBRARY TRUSTEES
Wednesday, March 17, 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 7:02 p.m.

ATTENDANCE

On the roll call, the following trustees were present:

Present: Vicki Baba (joined the meeting at 7:06 p.m.), Louise Barnett, Jamie Bulger (joined the meeting at 7:08 p.m.), John Chu, Bruce Matthews and Donald Roalkvam

Absent: Henry Hackney, Jr.

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 Matthews seconded the motion.

On the roll call vote was:

AYES: 4: Barnett, Chu, Matthews and Roalkvam

NAYES: 0

ABSTAIN: 0

ABSENT: 3: Baba, Bulger, Hackney

There being 4 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.

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PUBLIC COMMENTS

None

UNFINISHED BUSINESS

Virtual Programs and Services Update

Deputy Director Uden noted that on March 22nd we will be expanding our computer services by adding a few more stations for member use. At the branch, the occupancy maximum has been raised to 6 members. We will also be adding more service hours for the branch. Our materials quarantine period has been moved to 24 hours. Virtual programs and services are continuing. Study rooms will be opening up for members' use in late April. In addition, seating for members will be added in the coming weeks.

Electrical Services Bid Results

Executive Director Shepard discussed the results of the electrical services bid that was discussed last month. He noted that a 3 year contract was signed to lock in the rate, which was less than it was 3 years ago.

NEW BUSINESS

None

TREASURER'S REPORT

Trustee Matthews presented the financial reports. The funds were in balance with a total of \$8,207,102.87 at the end of February, 2021 in the various accounts. The reports were discussed and questions were answered.

TREASURER'S WARRANT #862

After reviewing selected invoices, Trustee Matthews made a motion to approve Warrant #862 for \$565,868.24. Trustee Roalkvam seconded the motion.

On the roll call vote was:

AYES: 6: Baba, Bulger, Barnett, Chu, Matthews and Roalkvam

NAYES: 0

ABSTAIN: 0

ABSENT: 1: Hackney

There being 6 affirmative votes, the motion passed.

PRESIDENT'S DISCUSSION

President Barnett discussed the workshops that are offered to Trustees through the Illinois Library Association. She recommended that the Trustees attend the virtual workshops, if their schedules allow.

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EXECUTIVE DIRECTOR'S DISCUSSION

Executive Director Shepard noted that there was an opportunity for 5 staff members to register to assist at a Covid-19 vaccine event in Schaumburg. The staff members that were chosen (through a drawing) were then able to receive the vaccine. Executive Director Shepard also discussed that staff are preparing for Board meetings to begin taking place in the library again starting in May. The meetings will be in person and virtual. Video and audio equipment is being researched.

ADJOURNMENT

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

On the roll call vote was:

AYES: 6: Baba, Barnett, Bulger, Chu, Matthews and Roalkvam

NAYES: 0

ABSTAIN: 0

ABSENT: 1: Hackney

There being 6 affirmative votes, the motion passed.

President Barnett adjourned the meeting at 7:56 p.m.