

**MINUTES**  
**INDIAN TRAILS PUBLIC LIBRARY DISTRICT**  
**355 SCHOENBECK ROAD, WHEELING, ILLINOIS 60090**  
**MEETING OF THE BOARD OF LIBRARY TRUSTEES**  
**Wednesday, April 21, 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 (joined at 7:06 p.m.), Louise Barnett, John Chu, Henry Hackney, Jr., Bruce Matthews and Donald Roalkvam

Absent: Jamie Bulger

Also present were:

Staff: Executive Director Brian Shepard and Deputy Director Ryann Uden

Guests: Andrew Sitshela

**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: 5: Barnett, Chu, Hackney, Matthews and Roalkvam

NAYES: 0

ABSTAIN: 0

ABSENT: 2: Baba, Bulger

There being 5 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 we opened limited study rooms on Monday. We are looking at bringing limited seating to Adult Services, Youth Services and the lobby in mid-May. We will also be bringing back newspapers at that time. Masks will still be required as long as it is mandated by the state of Illinois. In addition, we are looking to add Wednesday hours to the branch on May 12th; open the branch Monday-Friday starting June 14th and add Saturdays on July 10th. We will also offer select in-person programs beginning on September 1st. Deputy Director Uden noted that anonymous surveys have shown that many staff members have already received the vaccine and by mid-May the majority of staff interested in receiving the vaccine should be fully vaccinated. Also, We are now proposing to continue closing at 8 pm (M-F) through Labor Day (September 6). Since we are not resuming in-person programs until fall, we are not anticipating an increase of visits from 8-9 pm. Staff will use the additional time to complete other work projects to meet member needs. Finally, the quarantine period for books and materials has been lifted by RAILS.

**NEW BUSINESS**

None

**TREASURER'S REPORT**

Trustee Matthews presented the financial reports. The funds were in balance with a total of \$9,406,230.49 at the end of March, 2021 in the various accounts. The reports were discussed and questions were answered.

**TREASURER'S WARRANT #863**

After reviewing selected invoices, Trustee Matthews made a motion to approve Warrant #863 for \$557,292.69. Trustee Baba seconded the motion.

On the roll call vote was:

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

NAYES: 0

ABSTAIN: 0

ABSENT: 1: Bulger

There being 6 affirmative votes, the motion passed.

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**PRESIDENT'S DISCUSSION**

President Barnett thanked those that participated in the EDI Trustee workshop on Saturday. She discussed having an EDI statement on our website. There is also a Trustees Bootcamp workshop coming up on May 15th. Finally, Trustees discussed returning to the library for board meetings and workshops.

**EXECUTIVE DIRECTOR'S DISCUSSION**

Executive Director Shepard discussed that the Foundation book sale raised \$1,700 last week. They are planning on doing book sales every 2nd Saturday for the foreseeable future weather permitting. Facilities area construction has been moving smoothly and will be finished soon. Executive Director Shepard has joined the CCS Executive Committee and will be starting on July 1st. He also noted that we have begun to pick up our hiring after many positions were put on hold due to Covid over the past year.

**ADJOURNMENT**

A motion was made by Trustee Roalkvam to adjourn the meeting. Trustee Matthews 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 8:10 p.m.