

MINUTES
INDIAN TRAILS PUBLIC LIBRARY DISTRICT
355 SCHOENBECK ROAD, WHEELING, ILLINOIS 60090
MEETING OF THE BOARD OF LIBRARY TRUSTEES
Wednesday, May 19, 2021
7:00 p.m. - Lake Room

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, Louise Barnett, John Chu, Henry Hackney, Jr., Bruce Matthews, and Donald Roalkvam

Absent: Jamie Bulger

Also present were:

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

Guests: Trustee Elect Andrew Sitshela, Nothando Nkomo, Themba Sitshela

ADDITIONS TO THE AGENDA

Trustees will discuss recent changes to mask guidelines under “New Business”.

OATH OF OFFICE FOR NEWLY ELECTED TRUSTEES

Executive Director Brian Shepard administered the Oath of Office to newly elected trustee Andrew Sitshela.

(Note: Trustees Louise Barnett, Henry Hackney and Bruce Matthews were all sworn in prior to the meeting.)

ELECTION OF BOARD OFFICERS

Trustee Baba brought forth the following slate of officers:

President:	Louise Barnett
Vice President:	Vicki Baba
Treasurer:	Bruce Matthews
Secretary:	Henry Hackney Jr.

Trustee Baba made a motion that the slate of officers be accepted as presented. Trustee Hackney seconded the motion.

On the roll call vote was:

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

NAYES: 0

ABSTAIN: 0

ABSENT: 0

There being 7 affirmative votes, the motion passed.

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Trustee Matthews made a motion to recess the meeting in order to celebrate and take pictures of the new trustee and his family. Trustee Roalkvam seconded the motion.

On the voice vote all were in favor and the motion carried. The meeting was recessed at 7:07 p.m.

Trustee Matthews made a motion to resume the meeting. Trustee Chu seconded the motion.

On the voice vote all were in favor and the motion passed. The meeting was resumed at 7:19 p.m..

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 Hackney seconded the motion.

On the voice vote all were in favor and the motion carried.

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

Summer 2021 Opening Hours

Trustee Matthews made a motion to approve changes to the library hours service hours Monday through Friday to close at 8pm from June 1 - September 6, 2021. Trustee Roalkvam seconded the motion.

On the voice vote all were in favor and the motion passed.

Virtual Programs and Services Update

Deputy Director Uden noted that we had to cancel the vaccine clinic that had been scheduled due to low enrollment. We were able to send those that had registered with the library to an alternate

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location. Study room use is increasing. The branch location has added an additional day and will be adding more days in July. We will also begin to offer some Launch Pad services in June.

NEW BUSINESS

Release of the Meeting Minutes from Closed Sessions

A motion was made by Trustee Roalkvam and seconded by Trustee Hackney to approve the release of the meeting minutes from the following closed sessions as discussed: 9/4/2019, 9/18/2019, 10/16/2019.

On the roll call vote was:

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

NAYES: 0

ABSTAIN: 0

ABSENT: 0

There being 7 affirmative votes, the motion passed.

Resolution Authorizing the Destruction of Audio or Video Recordings of Closed Sessions

A motion was made by Trustee Roalkvam and seconded by Trustee Matthews to approve the Resolution Authorizing the Destruction of Audio or Video Recordings of Closed Sessions as discussed including the recordings of the following dates: /9/4/2019, 9/18/2019, 10/16/2019.

On the roll call vote was:

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

NAYES: 0

ABSTAIN: 0

ABSENT: 0

There being 7 affirmative votes, the motion passed.

Discussion of Library Mask Guidelines

Executive Director Shepard said that he will continue to follow the recommendations of the health departments (IDPH, CDC, CCDPH) regarding requiring mask wearing in the building. We will not be changing our messaging right now in order to avoid staff having to engage in difficult situations with members who are not wearing masks. Staff will be staying masked until July 1st. This gives staff time to get vaccinated, if they choose to do so.

TREASURER'S REPORT

Trustee Matthews presented the financial reports. The funds were in balance with a total of \$9,236,566.40 at the end of April, 2021 in the various accounts. The reports were discussed and questions were answered.

TREASURER'S WARRANT #864

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After reviewing selected invoices, Trustee Matthews made a motion to approve Warrant #864 for \$1,222,283.08. Trustee Roalkvam seconded the motion.

On the roll call vote was:

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

NAYES: 0

ABSTAIN: 0

ABSENT: 0

There being 7 affirmative votes, the motion passed.

PRESIDENT'S DISCUSSION

President Barnett thanked those that participated in the ILA Trustee Bootcamp. She noted that the Foundation will be hosting a Bingo event on Saturday and encouraged Board members to attend.

EXECUTIVE DIRECTOR'S DISCUSSION

In response to a question at the last meeting regarding continuing virtual Board meetings in the future, Executive Director Shepard mentioned that the current Executive Order expires on May 28th. Executive Director Shepard has not been made aware that it will be extended. In that case, there are specific requirements in the bylaws for Trustees to be able to attend meetings remotely. If a Trustee is unable to attend a meeting in person they should contact the Board President and Executive Director. He also noted that there is a new story walk at Twain School that is being dedicated next Tuesday. Finally, Executive Director Shepard mentioned that he will be on vacation for a few days next week.

ADJOURNMENT

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

On the voice vote all were in favor and the motion carried.

President Barnett adjourned the meeting at 8:29 p.m.