

**MINUTES**  
**INDIAN TRAILS PUBLIC LIBRARY DISTRICT**  
**355 SCHOENBECK ROAD, WHEELING, ILLINOIS 60090**  
**MEETING OF THE BOARD OF LIBRARY TRUSTEES**  
**Wednesday, March 16, 2022**  
**7:00 p.m. - Lake Room**

**CALL TO ORDER**

Vice-President Baba called the meeting to order at 7:03 p.m.

**ATTENDANCE**

On the roll call, the following trustees were present:

Present: Vicki Baba, Louise Barnett (attended via Zoom), Henry Hackney Jr, Bruce Matthews,  
Don Roalkvam and Andrew Sitshela (arrived at 7:05 p.m.)

Absent: John Chu

Also present were:

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

Guests: Cynthia Fuerst, Erin Hauck (via Zoom)

**ADDITIONS TO THE AGENDA**

**Recognition of Trustee Matthews**

Trustee Matthews was thanked for his 7 years of service on the Board and presented with a gift.

At 7:15 p.m. a motion was made by Trustee Roalkvam and seconded by Trustee Sitshela to take a brief recess to celebrate Trustee Matthews. On the voice vote, all were in favor and the motion carried.

At 7:23 p.m. a motion was made by Trustee Roalkvam and seconded by Trustee Matthews to return to session. On the voice vote, all were in favor and the motion carried.

**APPROVAL OF REMOTE ATTENDANCE**

A motion was made by Trustee Matthews and seconded by Trustee Hackney to approve the attendance of President Barnett via Zoom.

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

**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.

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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**

Erin Hauck addressed the Board briefly to note that she was in attendance.

**UNFINISHED BUSINESS**

**Programs and Services Update**

Deputy Director Uden discussed that the Adult Services department has put together a fact-based resource list for members regarding the crisis in Ukraine. It also includes information about donation opportunities. Director Shepard mentioned that staff have been collecting donations for UNHCR, the United Nations refugee agency, which is at multiple points in Eastern Europe aiding the Ukrainian refugees. Deputy Director Uden noted that the library has been busier since the mask mandate was lifted and some programs have returned to in-person attendance. Finally, she mentioned that, in April, we will be participating in a month-long library wide initiative promoting relevant techniques and goals for financial education (and is in support of the Federal Money Smart Week initiative). This will include a book display, an interactive display and programs.

**Trustee Vacancy Discussion**

Trustees discussed the process of interviewing candidates for the open trustee position. The interviews will be scheduled for 45 minutes each. The trustees also discussed questions that will be asked. The interviews will be conducted on April 6th at a special board meeting in closed session.

**Strategic Plan**

Executive Director Shepard discussed the updated strategic plan goals that were based on the feedback from the Board at the March Workshop. He noted that there were three main points that were changed. Trustee Roalkvam made a motion to approve the 2022 - 2026 Strategic Plan as presented. Trustee Hackney seconded the motion.

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

**NEW BUSINESS**

None

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**TREASURER’S REPORT**

Trustee Matthews presented the financial reports. The funds were in balance with a total of \$9,126,765.43 at the end of February, 2022 in the various accounts. The reports were discussed and questions were answered.

**TREASURER’S WARRANT #874**

After reviewing selected invoices, Trustee Matthews made a motion to approve Warrant #874 for \$518,156.32. Trustee Hackney seconded the motion.

On the roll call vote was:

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

NAYES: 0

ABSTAIN: 0

ABSENT: 1: Chu

There being 6 affirmative votes, the motion passed.

**PRESIDENT’S DISCUSSION**

President Barnett mentioned that she had received an email asking the library to promote the need for election judges for the June primaries.

**EXECUTIVE DIRECTOR’S DISCUSSION**

Executive Director Shepard handed out “Love your Library” and “I Love ITPLD” buttons that will be distributed to staff and library members. He also shared that the theme of Summer Library Adventure this year is “Every Trail has a Story”.

**ADJOURNMENT**

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

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

Vice-President Baba adjourned the meeting at 8:08 p.m.