

MINUTES
INDIAN TRAILS PUBLIC LIBRARY DISTRICT
355 SCHOENBECK ROAD, WHEELING, ILLINOIS 60090
MEETING OF THE BOARD OF LIBRARY TRUSTEES
Wednesday, September 21, 2022
7:00 p.m (immediately following Public Hearing) - Lake Room

CALL TO ORDER

President Barnett 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, Henry Hackney Jr, Don Roalkvam and Andrew Sitshela

Absent: John Chu, Erin Hauck

Also present were:

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

Guests: Gene Looft, Emily Whitmore

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 and seconded by Trustee Hackney to approve the Consent Agenda items.

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

Former Trustee, Gene Looft, addressed the Board to say how proud he is of the library, Trustees, staff and Foundation. Serving as a Board member was a wonderful experience for him and he will miss everyone, as he is moving to Arizona.

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UNFINISHED BUSINESS

Ordinance 232: FY 2022-2023 Budget and Appropriation

Trustee Sitshela made a motion to **approve the adoption of Ordinance 232 Combined Annual Budget and Appropriation Ordinance for Library Purpose for the Fiscal Year 2022-2023 by roll call vote**. Trustee Hackney seconded the motion.

On the roll call vote was:

AYES: 5: Baba, Barnett, Hackney, Roalkvam and Sitshela

NAYES: 0

ABSTAIN: 0

ABSENT: 2: Chu, Hauck

There being 5 affirmative votes, the motion passed.

NEW BUSINESS

Suggested Pricing List

Executive Director Shepard discussed that Policy 3.21 (Fines & Fees) states that when the actual price of an item is unavailable, a “suggested pricing list” be used. The most recent price list that we have is dated 2010. The list has been updated to reflect current pricing and to remove material that we no longer carry. Trustee Roalkvam made a motion to **approve the suggested price list and add it to the library’s policy manual**. Trustee Baba seconded the motion.

On the roll call vote was:

AYES: 4: Baba, Barnett, Roalkvam and Sitshela

NAYES: 0

ABSTAIN: 1: Hackney

ABSENT: 2: Chu, Hauck

There being 4 affirmative votes, the motion passed.

TREASURER’S REPORT

Trustee Roalkvam presented the financial reports. The funds were in balance with a total of \$8,679,677.85 at the end of August, 2022 in the various accounts. The reports were discussed and questions were answered.

TREASURER’S WARRANT #880

After reviewing selected invoices, Trustee Roalkvam made a motion to **Approve Warrant #880 for \$760,304.95**. Trustee Hackney seconded the motion.

On the roll call vote was:

AYES: 5: Baba, Barnett, Hackney, Roalkvam and Sitshela

NAYES: 0

ABSTAIN: 0

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ABSENT: 2: Chu, Hauck
There being 5 affirmative votes, the motion passed.

PRESIDENT'S DISCUSSION

President Barnett had nothing to report this month.

EXECUTIVE DIRECTOR'S DISCUSSION

Executive Director Shepard mentioned that election packets are available to be picked up. He also noted that we will not be doing a formal Staff Institute day this year. We will still be recognizing staff anniversaries at the November 18th All Staff meeting. We will continue offering staff training throughout the year and are discussing ways to add more training for staff.

CLOSED SESSION

A motion was made by President Barnett to move to closed session Per ILCS, Chapter 5, 120/2.(c)(1): The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity. Trustee Roalkvam seconded the motion.

The meeting moved to closed session at 7:40 p.m.

RETURN TO OPEN SESSION

A motion was made by Trustee Roalkvam and seconded by Trustee Sitshela to adjourn the closed session and return to open session.

On the voice vote all were in favor and the motion carried. The closed session adjourned at 8:00 p.m. and the Board returned to open session.

ACTIONS RESULTING FROM CLOSED SESSION

President Barnett made a **motion to accept the compensation package for the Executive Director for the year 2022-2023 as discussed in Closed Session**. Trustee Hackney seconded the motion.

On the roll call vote was:

AYES: 5: Baba, Barnett, Hackney, Roalkvam and Sitshela

NAYES: 0

ABSTAIN: 0

ABSENT: 2: Chu, Hauck

There being 5 affirmative votes, the motion passed.

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ADJOURNMENT

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

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

President Barnett adjourned the meeting at 8:03 p.m.