

**Fox River Valley Public Library District
Board of Trustee Meeting
January 12, 2015
Dundee Library Meeting Room
500 Barrington Avenue
East Dundee, IL 60118**

Roll Call

Members present: President Marge Skold
 Vice Pres Fred Lechuga
 Treasurer Mark Biewald
 Secretary Richard Corbett
 Trustee Brian Lindholm
 Trustee Phyllis Creighton

Members absent: Trustee Denise Sommerlot

Others present: Lauren Rosenthal, Jeanne Etling, Elizabeth Novak, Brian Wing,
 Carolyn Friedlund, Karin Nelson, Chris Cigler, Aaron Carlin

The meeting was called to order by President Skold at 6:30 PM.

Public Comment

None

President's Report

Treasurer's Report:

Treasurer Biewald advised that expenses are basically on course with a couple of exceptions which were running a bit higher, which was easily explained to the board. Notice of the Per Capita Grant award has been received from the Secretary of State.

President Skold reminded trustees running for office to get the necessary paperwork filed.

Liaison Activity:

Trustee Creighton (Physical Facilities) reported that her team had met with three firms to review both delivery methods and representation methods. A final interview will be conducted before bringing their findings to the board. A final recommendation will be presented, hopefully, at the February board meeting.

Vice President Lechuga (Personnel) reported he had participated in updating the Employee Handbook which will be discussed later in tonight's business.

Trustee Lindholm (Community Action) advised there was nothing new to report at this time.

Secretary Corbett (Administrative) reminded board members to mark their calendars for the Legislative Breakfast which will be held in Buffalo Grove on February 16. He advised that library trustees were encouraged to attend along with staff members. He also advised that there will be a workshop for library trustees in Oak Brook sponsored by ILA on February 14. Reservations are required for these events and trustees were encouraged to let the Director know of their intention to attend.

Director's Report

Director Bennett drew the board's attention to the updated Employee Handbook and asked if there were any questions on the handbook or the summary of updates provided.

The Director reported various meetings had been held and several issues discussed regarding the Needs Assessment for FRVPLD. Physical space requirements have been addressed with regard to collection sizes, staff workstations, meeting space, public computer stations, etc. Findings will be sent to the board upon completion and a first draft should be available at next month's board meeting

Consent Agenda

Exhibit A.1 Items to be included in Consent Agenda

- A.1.a Minutes from December 8, 2014, Board of Trustees Meeting
- A.1.b Minutes from November 10, 2014, Executive Session
- A.1.c Check/Voucher Register – AP & Payroll Complete for December, 2014, totaling \$251,682.74
- A.1.d Revenue Summary – All Funds Combined – Budget vs Actual Expenses
- A.1.e Revenue Summary – All Funds Combined by Period
- A.1.f Expenditure Summary – All Funds Combined – Budget vs Actual Expenses
- A.1.g Expenditure Summary – All Funds Combined – Budget vs Actual Expenses by Location
- A.1.h Expenditure Summary – All Funds Combined by Period
- A.1.i Balance Sheet for December 2014
- A.1.j Ehlers Account Statement for December 2014

The Consent Agenda was presented by President Skold.

It was moved by Treasurer Biewald and seconded by Vice President Lechuga that we approve the Consent Agenda as presented. Roll Call Vote: Trustee Lindholm – aye, Vice President Lechuga – aye, Treasurer Biewald – aye, Secretary Corbett – aye, Trustee Creighton – aye, President Skold – aye. 6 ayes, 0 nays. Motion carried.

Old Business

None

New Business

Exhibit C.1 Ordinance 2015-01 Prevailing Wage

It was moved by Trustee Lindholm and seconded by Trustee Creighton that we adopt Ordinance 2015-01 Prevailing Wage.

Discussion: It was pointed out that this ordinance covers mainly construction help.

Voice Vote: 6 ayes, 0 nays. Motion carried.

Exhibit C.2 Shelving – Randall Oaks

It was moved by Vice President Lechuga and seconded by Treasurer Biewald that we authorize the Director to purchase additional shelving for the Randall Oaks branch library from Al Treiber Associates at a maximum cost of \$10,000.

Roll Call Vote: Trustee Lindholm – aye, Vice President Lechuga – aye, Treasurer Biewald – aye, Secretary Corbett – aye, Trustee Creighton – aye, President Skold – aye. 6 ayes, 0 nays. Motion carried.

Exhibit C.3 GK Baum Contracts for Public Finance Consulting Services

It was moved by Vice President Lechuga and seconded by Trustee Lindholm that we approve the “Public Policy Services Engagement Agreement” with G. K. Baum at a maximum cost of \$49,500 and authorize the Board President to execute the necessary documents.

Discussion: The board was reminded that this is basically the amount discussed previously. Contract terms, other consultants, and coordination with other local governmental entities were discussed. It was pointed out that Baum’s professionalism and track record are excellent. Using their services and following their advice will ensure citizen involvement in the board’s decision making process regarding new or enhanced facilities and a public engagement process that respects our voters.

Roll Call Vote: Trustee Lindholm – aye, Vice President Lechuga – aye, Treasurer Biewald – nay, Secretary Corbett – aye, Trustee Creighton – aye, President Skold – aye. 6 ayes, 1 nay. Motion carried.

It was moved by Vice President Lechuga and seconded by Trustee Lindholm that we approve the "Underwriter Engagement Agreement" with G. K. Baum, and authorize the Board President to execute the necessary documents. Voice Vote: 6 ayes, 0 nays. Motion carried.

Board Discussion

President Skold announced there will be an Executive Session following tonight's meeting pertaining to personnel matters in accordance with 5 ILCS 120/2 (c) (1). No action will follow. By unanimous voice vote of the board the regular meeting was adjourned to executive session at 7:05 PM. The regular meeting was called back into session at 8:47pm. No other matters were addressed and the meeting was adjourned by voice vote at 8:48pm.



Richard V. Corbett - Secretary