

**Fox River Valley Public Library District  
Board of Trustee Meeting  
November 17, 2015  
Dundee Library Meeting Room  
555 Barrington Avenue  
East Dundee, IL 60118**

**Roll Call**

Members present:    President    Marge Skold  
                            Vice Pres    Fred Lechuga  
                            Trustee     Mark Biewald  
                            Trustee     Denise Sommerlot  
                            Trustee     Phyllis Creighton

Members absent:    Treasurer    Brian Lindholm  
                            Secretary    Richard Corbett

Others present:     Library Director Roxane Bennett, Lauren Rosenthal, Jason Pinshower, Jeanne Etling, Carolyn Friedlund, Karin Nelson, Aaron Carlin, Cris Cigler, Elizabeth Novak, Anna Buck, Brian Wing, Bonnie Kalaway, Roger Ritzman, Julie Ritzman, Margaret Skold, Joe Huberty

In the absence of Secretary Corbett and at the request of President Skold, it was moved by Trustee Biewald and seconded by Trustee Sommerlot to appoint Trustee Creighton as Secretary pro tem. Voice Vote: 5 ayes, 0 nays. Motion carried.

The meeting was called to order by President Skold at 7:02 p.m.

President Skold called for adjournment to the Truth in Taxation Hearing. It was so moved by Trustee Biewald and seconded by Trustee Sommerlot. Voice Vote: 5 ayes, 0 nays. Meeting adjourned at 7:03 p.m.

Following the Levy Hearing, the regular board meeting was reconvened at 7:07 p.m.

**Public Comment**

Bonnie Kalaway, Vice President of the Friends of the Library (FOL) advised the board the FOL are still awaiting approval of their 501(c)(3) application. She further advised they have a new email address, [friends@frvpld.info](mailto:friends@frvpld.info), which will appear on the library website and FOL correspondence.

**President's Report**

Lee Blanding, the board's minute taker, has resigned for personal reasons. A certificate of recognition for her 4 years of service will be mailed to her.

Correspondence: None received.

### **Trustee Liaison Reports:**

**Physical Facilities** (Phyllis Creighton)

No update.

**Marketing** (Denise Sommerlot)

No update.

**Personnel and Ethics** (Fred Lechuga)

Director's evaluation will begin next month.

**Treasurer**

In Treasurer Lindholm's absence, it was reported by President Skold that he has completed annual reports and they are ready for signature.

### **Director's Report**

Director Bennett introduced Joe Huberty, Engberg Anderson Architects, who guided the board through some refined concepts for the east side Dundee Library. Although additional space to facilitate a drive-up window is needed, Huberty was pleased to report it appears the elements called for in the facility program for the district's east side can be met with less area than originally anticipated. Incorporating service-based elements with input from the community and staff, and without sacrificing any qualitative or quantitative aspects, the concept also allows for unforeseen elements that may arise as refinements are made to the building. Plumbing will be modified within the existing framework, and mechanical spaces will remain the same. Emphasis is on using as much of the existing structure as possible to protect the investment the district has already made in the building. Important aspects to an entrance that provides for shelter and room to wait were discussed.

Director Bennett updated the board on the existing Tax Increment Financing (TIF) Districts in Carpentersville, and their plans to create two new TIF districts.

### **Library Innovation of the Month**

Anna Buck, Library Assistant to Information Services and a Master of Library Science (MLS) candidate, presented tonight's program. Buck recently attended the 2015 Illinois Library Association (ILA) conference and was awarded the Sylvia Murphy Williams scholarship which encourages increasing the number of minority librarians in Illinois. At the conference, she learned about the "Voices of Race, Bringing Communities Together" program sponsored by Skokie Public Library. Skokie has a history of presenting cultural studies that focus on the different population groups in their district, and for their programming selected books that would appeal to all ages. They incorporated a national touring exhibit hosted by the Illinois Holocaust Museum entitled "Focusing on Race" into their programming. The focus was to begin a conversation about race and privilege. In order to bring such programming here, Buck will research space parameters and discuss display spaces with the library's architect.

### **Consent Agenda**

- Exhibit A.1** Items included in Consent Agenda
- A.1.a Minutes from the October 20, 2015 Board of Trustees Meeting
  - A.1.b Check/Voucher Register – AP & Payroll Complete for October 2015 totaling \$325,318.69
  - A.1.c Revenue Summary – All Funds Combined – Budget v Actual Revenues
  - A.1.d Revenue Summary – All Funds Combined by Period
  - A.1.e Expenditure Summary – All Funds Combined – Budget v Actual Expenses
  - A.1.f Expenditure Summary – All Funds Combined – Budget v Actual Expenses by Location
  - A.1.g Expenditure Summary – All Funds Combined by Period
  - A.1.h Balance Sheet for October 2015
  - A.1.i Annual Audit for FY 2014-15

The Consent Agenda was presented by President Skold. It was moved by Trustee Biewald and seconded by Vice President Lechuga that we approve the Consent Agenda as presented.

Roll Call Vote: Vice President Lechuga – aye; Trustee Biewald – aye; Trustee Sommerlot – aye; Secretary pro tem Creighton – aye; President Skold – aye. 5 ayes, 0 nays. Motion carried.

#### **Old Business**

None.

#### **New Business**

##### **Exhibit C.1 Ordinance 2015-10 Tax Levy**

It was moved by Trustee Biewald and seconded by Trustee Sommerlot that we adopt Ordinance 2015-10 Levying Taxes for Fiscal Year 2015-2016.

Roll Call Vote: Vice President Lechuga – aye; Trustee Biewald – aye; Trustee Sommerlot – aye; Secretary pro tem Creighton – aye; President Skold – aye. 5 ayes, 0 nays. Motion carried.

##### **Exhibit C.2 Annual Treasurer’s Report**

It was moved by Trustee Sommerlot and seconded by Vice President Lechuga that we approve the Annual Treasurer’s Report.

Roll Call Vote: Vice President Lechuga – aye; Trustee Biewald – aye; Trustee Sommerlot – aye; Secretary pro tem Creighton – aye; President Skold – aye. 5 ayes, 0 nays. Motion carried.

##### **Exhibit C.3 Per Capita Grant Application**

It was moved by Trustee Sommerlot and seconded by Trustee Biewald that we approve the 2016 Per Capita Grant Application.

Trustee Biewald inquired about the likelihood of receiving these funds given the current state of the Illinois budget. Director Bennett responded it was unlikely. President Skold reminded trustees that staff has not relied on this funding for any essential staff positions or services.

Roll Call Vote: Vice President Lechuga – aye; Trustee Biewald – aye; Trustee Sommerlot – aye; Secretary pro tem Creighton – aye; President Skold – aye. 5 ayes, 0 nays. Motion carried.

Exhibit C.4 Ordinance 2015-11 Library Closing Dates for 2016

It was moved by Trustee Sommerlot and seconded by Vice President Lechuga that we adopt Ordinance 2015-11 Library Closings.

Trustee Biewald inquired about the requirement to set closing dates by ordinance, and Director Bennett explained it was required by statute. It was decided to include the statute citation in the background information moving forward.

Roll Call Vote: Vice President Lechuga – aye; Trustee Biewald – aye; Trustee Sommerlot – aye; Secretary pro tem Creighton – aye; President Skold – aye. 5 ayes, 0 nays. Motion carried.

#### **Board Discussion**

President Skold announced there will be an Executive Session in accordance with 5 ILCS 120/2(c)(5), The purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussion whether a particular parcel should be acquired.

It was moved by Trustee Biewald and seconded by Trustee Sommerlot to adjourn to executive session. The regular meeting was closed by unanimous voice vote at 8:13 p.m. The regular meeting was reconvened at 9:45 p.m. No other business was discussed and the meeting was adjourned by unanimous voice vote at 9:46 p.m.



Phyllis Creighton, Secretary pro tem