

**Fox River Valley Public Library District
Board of Trustee Meeting
December 15, 2015
Dundee Library Meeting Room
555 Barrington Avenue
East Dundee, IL 60118**

The meeting was called to order by President Skold at 7:01 p.m.

Roll Call

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

Members absent: None

Others present: Library Director Roxane Bennett, Lauren Rosenthal, Jason Pinshower, Jeanne Etling, Carolyn Friedlund, Karin Nelson, Cris Cigler, Elizabeth Novak, Brian Wing, Roger Ritzman

Public Comment

None

President's Report

President Skold advised the Board will have an Executive Session at the end of tonight's meeting.

Trustee Liaison Reports:

Physical Facilities (Phyllis Creighton)

None

Marketing (Denise Sommerlot)

None

Personnel and Ethics (Fred Lechuga)

None

Community Engagement (Brian Lindholm)

None

Secretary (Richard Corbett)
None

Treasurer (Brian Lindholm)
Five months into the year the library remains well under budget and trending similar to previous years. Some electronic database subscriptions were billed later in the year and paid in November.

President Skold entered into the record Trustee Sommerlot's arrival at 7:05 pm.

Director's Report

Staff Recognition

President Skold and Director Bennett presented pins and certificates recognizing the following staff members for years of service. Audrey Jozwiak - 10 years; Marjorie Sanabria - 15 years; Carrie Eckersberg – 25 years; and Kathy Shrum - 25 years. Jeanne Etling, retiring in January 2016, was recognized for almost 20 years of service.

Municipal Bonds 101

Assistant Director of Support Services Lauren Rosenthal shared general information acquired through her recent attendance at Chapman and Cutler's Bond School. Rosenthal's presentation covered: types of bonds, board policies needed, sale procedure types, key participants, and amount of time required for the process. Rosenthal then responded to questions regarding the need for RFPs, ballot questions, and fees.

Website Presentation

Jason Pinshower, Digital Services Manager, provided an overview of the selection process for a consultant to design a new library website. Requirements included: the ability for staff to create as much content as desired and edit as needed; a staff intranet and Board intranet; modern appearance and functionality including content search, translation tool, and the ability to integrate our events calendar to allow for automatic feed of content; and the use of "Responsive" web design which enables an optimal viewing and interaction experience across the wide range of devices used by our patrons – from desk tops and laptops to mobile devices. References were sought and received. Pinshower then responded to questions about creation and maintenance of the site, length of engagement, creation of a mobile app, and search capabilities.

Library Innovation of the Month

Karin Nelson, Manager of Purchasing, Acquisitions, and Technical Service, presented an overview of a grant funded pilot project outlined in a Library Journal article, entitled "Measure the Future". The goal of the project is to develop open-source software that will allow libraries to measure usage of their buildings such as what areas of the stacks patrons browse, what parts of the library are busy during which parts of the day, and more – all while protecting patron privacy. This could allow for targeted staffing and the ability to create more efficient and effective experiences for patrons. Trustees expressed interested in learning more information as it becomes available.

Trustee Biewald offered complementary feedback on the Department Head reports, particularly as respects positive patron comments. He further inquired about safety drills the library conducts.

Consent Agenda

- Exhibit A.1** Items included in Consent Agenda
- A.1.a Minutes from the November 17, 2015 Truth in Taxation Hearing
 - A.1.b Minutes from the November 17, 2015 Board of Trustees Meeting
 - A.1.c Check/Voucher Register – AP & Payroll Complete for November 2015 totaling \$261,851.68
 - A.1.d Revenue Summary – All Funds Combined – Budget v Actual Revenues
 - A.1.e Revenue Summary – All Funds Combined by Period
 - A.1.f Expenditure Summary – All Funds Combined – Budget v Actual Expenses
 - A.1.g Expenditure Summary – All Funds Combined – Budget v Actual Expenses by Location
 - A.1.h Expenditure Summary – All Funds Combined by Period
 - A.1.i Balance Sheet for November 2015

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

Roll Call Vote: Treasurer Lindholm – aye; Vice President Lechuga – aye; Trustee Biewald – aye; Trustee Sommerlot – aye; Trustee Creighton – aye; Secretary Corbett – aye; President Skold – aye. 7 ayes, 0 nays. Motion carried.

Old Business

None

New Business

Exhibit C.1 50 Mbps Internet Line – ICN and AT&T Contract

It was moved by Vice President Lechuga and seconded by Trustee Creighton that the Board authorize the Director to execute a three year contract with AT&T for 50Mbps fiber service at a total value of \$13,572.

There was a brief discussion on anticipated e-rate funding that is expected to offset a portion of the cost for this contract.

Roll Call Vote: Treasurer Lindholm – aye, Vice President Lechuga – aye, Trustee Biewald – aye, Trustee Sommerlot – aye, Trustee Creighton – aye, Secretary Corbett – aye, President Skold – aye. 7 ayes, 0 nays. Motion carried.

Exhibit C.2 Computer Consulting – Sikich (amended)

It was moved by Trustee Sommerlot and seconded by Vice President Lechuga that the Board amend Exhibit C.1 "Computer Consulting – Sikich" dated June 8, 2015 from the approved amount of \$25,000 to \$5,000.

Discussion ensued on the use of budgeted revenues.

Roll Call Vote: Treasurer Lindholm – aye, Vice President Lechuga – aye, Trustee Biewald – abstain, Trustee Sommerlot – aye, Trustee Creighton – aye, Secretary Corbett – aye, President Skold – aye. 6 ayes, 0 nays, 1 abstention. Motion carried.

Exhibit C.3

It was moved by Trustee Sommerlot and seconded by Trustee Biewald that the Board authorize the Director to contract with Library Market to develop a new library website not to exceed \$17,000.

President Skold inquired if there were any questions on Pinshower's presentation. There being none, she called for a vote.

Roll Call Vote: Treasurer Lindholm – aye, Vice President Lechuga – aye, Trustee Biewald – aye, Trustee Sommerlot – aye, Trustee Creighton – aye, Secretary Corbett – aye, President Skold – aye. 7 ayes, 0 nays. Motion carried.

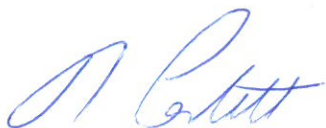
Board Discussion

President Skold announced there will be an Executive Session in accordance with 5 ILCS 120/2(c)(1), the appointment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body; 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 discussing whether a particular parcel should be acquired; and 5 ILCS 120/2(c)(21), discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06.

No action will be taken following Executive Session.

It was moved by Trustee Creighton to adjourn to Executive Session. The regular meeting was closed by unanimous voice vote at 7:58 p.m.

The regular meeting was reconvened at 10:28 p.m. No other business was discussed and the meeting was adjourned by unanimous voice vote at 10:29 p.m.



Richard V. Corbett, Secretary