

**Fox River Valley Public Library District
Board of Trustees Meeting
February 16, 2016**

**Dundee Library Meeting Room
555 Barrington Avenue
East Dundee, IL 60118**

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

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) arrived at 7:08 pm

Members absent: none

Others present: Library Director Roxane Bennett, Lauren Rosenthal, Nicole Steeves, Aaron Carlin, Heather Zabski, Carolyn Friedlund, Karin Nelson, Cris Cigler, Elizabeth Novak, Brian Wing, Bill Hofherr, Kyle Harding, Joe Huberty, Mike Tennis, Kathie Tennis

Public Comment

Kathie Tennis, of Friends of the Library, reported the organization will allocate \$800 in funding for the Summer Reading Program, and help to staff the event. Their upcoming book donation day is March 12, 2016, from 9:00 a.m. to 12:00 p.m. She reports a steady income from the ongoing book sale at Culver's, and setup for the semi-annual book sale will be Wednesday, March 30, 2016, with the sale to begin at 5:30 p.m. on Thursday, March 31, 2016.

President's Report

President Skold reminded trustees to look for their Economic Interest Statement that will be emailed to them by Kane County after March 1, 2016. It must be completed no later than May 1, 2016 to avoid a late filing fee.

Trustee Liaison Reports

Physical Facilities (Phyllis Creighton)

Trustee Creighton updated the board on the status of the van replacement. Although donations are coming in slower than hoped, Rotary remains committed to the project and will look to a grant application. She reported the village had a water main break which resulted in a boil order for 3 days. Library drinking fountains were shut down and bottled water brought in for staff.

Marketing (Denise Sommerlot)

None

Personnel and Ethics (Fred Lechuga)

Vice President Lechuga reported the Director's annual review was conducted at the end of January and everything went well.

Community Engagement (Brian Lindholm)

Treasurer Lindholm reported he attended the annual Legislative Breakfast on February 15, 2016. The budget stalemate in Springfield has caused a delay in accomplishing the state's business, frustrating representatives.

Secretary (Richard Corbett)

None

Treasurer (Brian Lindholm)

Treasurer Lindholm complimented staff for well-explained updates on Illinois Municipal Retirement Fund (IMRF) contributions, and handling of investments.

Director's Report

Director Bennett introduced Kyle Harding, Bond Counsel with Chapman and Cutler.

Bond Counsel Presentation

Mr. Harding gave an overview of bond types, borrowing alternatives, and ballot question options available to the library for capital projects and for funds to operate. Harding explained as a non-home rule governmental unit the library looks to Illinois Statutes to find what borrowing powers and ballot options are available. He reviewed Debt Certificates, Alternate Revenue Bonds and Voter-approved Bonds. The protocol associated with each was explained. He then reviewed ballot wording options for Voter-approved Bonds, Limiting Rate Increase, and PTELL Override.

Architectural Services Presentation

Joe Huberty of Engberg Anderson updated the board on feedback received from the public during the latest Designing Our Future workshop. Organizational concepts for meeting spaces, building entrance, staff zones, drive-up services potential, and interior floor layouts for the west side were presented. Emphasis was on controlling costs, allowing for future expansion, and bringing in natural light. An enhanced browsing experience, accessibility, and seating options were discussed. Scalable meeting spaces to meet programming needs, and their availability for use before and after library hours was a popular concept. Patrons were interested in having space and options for interaction among families. Access to computers and staff to assist with technology issues, along with space for group activity that did not disturb other patrons was a priority. Conversely, designated quiet areas were also desirable and scored highly with workshop attendees. Exterior design options for the building were presented and there was a clear preference, with refinements to come. District-wide patron input is being sought through the library's e-newsletter and website.

Following the presentations, Bennett inquired if there were any questions on Department Head reports or the statistics dashboard. Secretary Corbett asked for clarification on the Illinois Municipal Retirement Fund (IMRF) chart, and Assistant Director of Support Services Lauren Rosenthal explained why the library expects to see a change in the its employer rate. Trustee Biewald requested an outline of the district's upcoming itinerary. Vice President Lechuga was interested in more information on e-book circulation.

Consent Agenda

- Exhibit A.1**
- A.1.a Minutes from the January 19, 2016 Board of Trustees Meeting
 - A.1.b Check/Voucher Register – AP & Payroll Complete for January 2016 totaling \$266,876.95
 - 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 January 2016
 - A.1.i Ehlers Account Statement for January 2016
 - A.1.j Ordinance 2016-02 Nonresident Cards
 - A.1.k Director’s Contract Renewal

The Consent Agenda was presented by President Skold. It was moved by Trustee Biewald and seconded by Vice President Lechuga that the Consent Agenda be approved 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

C.1 Fiscal Policy Revision – First Reading

Discussion only. President Skold explained the revision was to consolidate into one policy that which had previously been partially under bylaws, and partially under operating and organizational policies. Director Bennett advised the numerical classifications are not yet added. Assistant Director of Support Services Rosenthal explained the revision adds sections on debt, planning & budget, and accounting & financial reporting. Treasurer Lindholm requested clarification on an equipment provision, which Rosenthal provided. A vote will be called for at second reading.

C.2 Resolution 2016-03 Authorizing Treasurer to Deposit Funds

It was moved by Trustee Biewald and seconded by Trustee Creighton to adopt Resolution 2016-03 Authorizing Treasurer to Deposit Funds.

Assistant Director of Support Services Rosenthal explained the changes the state made to our E-Pay account, splitting it into two accounts. The library will retain the account with Illinois Funds and use it for cash investments. This resolution updates the treasurer’s authority with current depository information.

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)(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.

No action will be taken following Executive Session.

The regular meeting was adjourned to closed session by unanimous voice vote at 7:43 p.m.

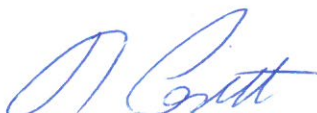
The regular meeting was reconvened at 8:50 p.m. and Roll Call taken.

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

Members absent: none

Others present: Roxane Bennett, Lauren Rosenthal, Nicole Steeves, and Karen Werle

No other business was discussed and the meeting was adjourned by unanimous voice vote at 8:51 p.m.



Richard V. Corbett, Secretary