

**Fox River Valley Public Library District  
Board of Trustees Meeting  
June 21, 2016**

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

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

Members absent: none

Others present:

- Juan Guerrero
- Karen Guerrero
- Allen Skillicorn
- Nisam Shah
- Catherine A. Rotello
- Jarret Bonfitto
- Rachel Bonfitto
- Suzanne Bertone
- Allisa Witham
- Gloria Casas
- Thomas Zoit
- Julie Fox
- Nicole Steeves
- Jason Pinshower
- Karin Nelson
- Mike Tennis
- Alan Hall
- Roxy Zimmerman
- Bob Harlow
- Sam Adams-Lanham
- Mary Lynne Doherty
- Billita Jacobsen
- Lonnie R. Ritchason
- Raymond Bellock
- Elouise Magnuson
- Cris Cigler
- Tim Bell
- Patrick Dunne
- Brian Wing
- Heather Zabski
- Ann Marie J. Murray

Wendy Aguilar  
Elizabeth Novak  
Carolyn Friedlund  
Heather Skillicorn  
Aaron Carlin  
Diane Campbell  
Lauren Rosenthal  
Karen B. Werle  
Roxane Bennett

The meeting was adjourned to Public Hearing – Land Acquisition and Finance Plan by unanimous voice vote at 7:02 PM.

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Board of Trustees Meeting  
June 21, 2016**

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

The meeting was called back into order by President Skold at 7:56 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
Members absent:	none	

Others present\*:

Juan Guerrero  
Karen Guerrero  
Allen Skillicorn  
Nisam Shah  
Catherine A. Rotello  
Jarret Bonfitto  
Rachel Bonfitto  
Suzanne Bertone  
Allisa Witham  
Gloria Casas  
Thomas Zoit  
Julie Fox  
Nicole Steeves  
Jason Pinshower  
Karin Nelson  
Mike Tennis  
Alan Hall  
Roxy Zimmerman

Bob Harlow  
Sam Adams-Lanham  
Mary Lynne Doherty  
Billita Jacobsen  
Lonnie R. Ritchason  
Raymond Bellock  
Elouise Magnuson  
Cris Cigler  
Tim Bell  
Patrick Dunne  
Brian Wing  
Heather Zabski  
Ann Marie J. Murray  
Wendy Aguilar  
Elizabeth Novak  
Carolyn Friedlund  
Heather Skillicorn  
Aaron Carlin  
Diane Campbell  
Lauren Rosenthal  
Karen B. Werle  
Roxane Bennett

\*List was not updated to reflect individuals that left or remained following the Public Hearing.

**Public Comment**

None

**President's Report**

**Appoint Two Trustees for Review of Minutes – Illinois Public Library Annual Report (IPLAR)**

Trustee Sommerlot and Trustee Biewald were responsible for the review of last year's minutes. President Skold appointed Trustee Biewald and Treasurer Lindholm for this year. Ms. Werle will set them up for the review.

**Trustee Liaison Reports**

**Physical Facilities** (Phyllis Creighton)

Trustee Creighton related there was a partial electrical outage on June 2 caused by a loose connection to the breaker, ultimately causing it to burn out. A thermal image scan was done to ensure safety.

**Marketing** (Denise Sommerlot)

None

**Personnel and Ethics** (Fred Lechuga)

None

**Community Engagement** (Brian Lindholm)

None

**Communication (Mark Biewald)**

Trustee Biewald related his input has been taken into account as respects the publications mailed in the district.

**Secretary (Richard Corbett)**

None

**Treasurer (Brian Lindholm)**

Treasurer Lindholm reported there is one month left in the fiscal year and the library will not spend the amount budgeted.

**Director's Report**

Director Bennett asked if there were any questions about the written packets. President Skold asked Director Bennett to explain additions to the library organization chart. Director Bennett informed the Board there are now Public Service Clerks in the Information Services Department that are at a lower pay grade than Library Assistants. Secretary Corbett inquired about the lower volunteer hours reported. The numbers did not include summer reading volunteer hours which will be corrected going forward. Mr. Pinshower spoke about the new mobile hotspots that will be available for check out at the library.

**Electronic Resources Renewal Presentation – Nicole Steeves, Asst. Director of Public Services**

Ms. Steeves recalled that the Board approves electronic resource purchases over \$7,500 but she thought it would be helpful to understand the context of electronic databases at the library. The library recently eliminated \$10,000 worth of databases. Databases that remain reflect the interest and use from patrons. There are promotion plans in place to ensure library staff are familiar with the databases and that the databases are effectively being advertised and accessible to patrons. The popularity of genealogy searches at the library was discussed.

**Citizen Task Force Update**

Director Bennett informed the Board the last Citizen Task Force meeting will be held June 30. The library has received 1,285 surveys so far; they expect an 8% response rate. There is an updated contact list, Director Bennett's cell phone number has changed. President Skold related that Director Bennett will now use a cell phone owned by the library. Director Bennett informed the Board that the new Dunkin' Donuts is making a donation to the library for the summer reading program at their ribbon cutting.

**Consent Agenda**

- Exhibit A.1**
- A.1.a Minutes from the May 17, 2016 Board of Trustees Meeting
  - A.1.b Review of Executive Session Minutes
  - A.1.c Check/Voucher Register – AP & Payroll Complete for May 2016 totaling \$224,326.90
  - 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 May 2016
  - A.1.j Ehlers Account Statement for May 2016
  - A.1.k Budget & Levy Calendar FY2016-17

The Consent Agenda was presented by President Skold. It was moved by Trustee Biewald and seconded by Trustee Creighton 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**

### **Exhibit B.1 Working Budget FY2016-17**

It was moved by Treasurer Lindholm and seconded by Trustee Biewald that the Working Budget FY2016-17 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.

## **New Business**

### **Exhibit C.1 Ordinance 2016-05 Board Meeting Dates for Fiscal Year 2016-17**

It was moved by Trustee Creighton and seconded by Trustee Sommerlot that the Ordinance 2016-05 Board Meeting Dates for Fiscal Year 2016-17 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.

### **Exhibit C.2 Electronic Resource Renewal – Freegal**

It was moved by Trustee Biewald and seconded by Vice President Lechuga that the Electronic Resource Renewal – Freegal be approved as presented.

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

### **Exhibit C.3 Electronic Database Renewal – NewsBank**

It was moved by Vice President Lechuga and seconded by Trustee Creighton that the Electronic Database Renewal – NewsBank be approved as presented.

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

### **Exhibit C.4 Library Van**

It was moved by Treasurer Lindholm and seconded by Trustee Sommerlot to authorize the trade-in of the existing library van, and the purchase of a new Library Van at the cost of \$17,325 be approved as presented. The Board discussed the use of the van and its utility. They also discussed the possibility of donations to reduce the cost.

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**

Survey results are being tallied by an outside firm and will not be shared with the Board until after the Citizen Task Force Meeting on June 30, when they are scheduled to make their recommendations to the Director. The Task Force may choose to request additional time to process the results.

No other business was discussed and the meeting was adjourned by unanimous voice vote at 8:38 p.m.



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Richard V. Corbett, Secretary