

**Fox River Valley Public Library District
Board of Trustees Meeting
October 18, 2016**

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

The meeting was called to order by President Skold at 7:00 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: Library Director Roxane Bennett, Karen Werle, Mary Povilonis, Denise Faler, Karin Nelson, Heather Zabski, Brian Wing, Aaron Carlin, Elizabeth Novak, Carolyn Friedlund, Lauren Rosenthal, Ann Van Vooren, Mike Tennis

Public Comment

President Skold inquired if there was anyone who wished to speak before the Board of Trustees. There being no person signed in to speak, public comment was closed.

President's Report

President Skold announced the Truth in Taxation Hearing will be held on November 29, 2016, at 7:00 p.m. She called attention to the date falling on a different week for November.

Trustee Liaison Reports

Physical Facilities (Phyllis Creighton)

None

Marketing (Denise Sommerlot)

None

Personnel and Ethics (Fred Lechuga)

None

Community Communication (Mark Biewald)

None

Secretary (Richard Corbett)

None

Treasurer (Brian Lindholm)

Treasurer Lindholm reported another positive month with spending below projections. A third bi-weekly pay period occurred in September, however this was anticipated and budgeted for.

Director's Report

Ann Van Vooren, Lauterbach and Amen, presented the annual audit. The audit opinion letter confirms a clean audit with no exceptions. All prior recommendations have been implemented and there were no new concerns. The library's compliance with requirements of the Governmental Accounting Standards Board was reviewed.

Denise Faler, Digital Services Library Assistant, presented the EDGE Assessment. A requirement of the Per Capita Grant, it evaluates technology services among peer libraries, and highlights areas of opportunity for the District. Digital literacy (software, equipment, computer training classes), tools and resources, and staff expertise are particularly strong. Library infrastructure runs well, and consistent emphasis remains focused on meeting the advancing needs of a growing community, including future availability of assistive technology.

Elizabeth Novak, Children's Services Manager, commented the inconvenience of finding a parking space this evening was due to a tremendous response to Library Night. The Library works with teacher groups throughout the community to coordinate evening events for students and their families to sign up for library cards and explore our resources. Tonight's group is from Golfview Elementary School.

Director Bennett spoke to a dividend check to be issued by Wellness Insurance Network (WIN), resulting in a positive cash flow for the library and a premium break for staff in December. The dividend was made possible by astute financial planning by the WIN Board, and members making prudent healthcare choices. Distribution is made according to established Board policy governing health benefits.

Consent Agenda

- Exhibit A.1**
- A.1.a Minutes from the September 20, 2016 Budget & Appropriation Hearing
 - A.1.b Minutes from the September 20, 2016 Board of Trustees Meeting
 - A.1.c Check/Voucher Register – AP & Payroll Complete for September 2016 totaling \$297,906.87
 - 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 September 2016
 - A.1.j Ehlers Account Statement for September 2016

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

Exhibit C.1 Snow Removal Contract – Valley Enterprise

It was moved by Treasurer Lindholm and seconded by Trustee Biewald to authorize the director to contract for services for a 3-year period (FY1617 thru FY1819) with Valley Enterprise for snow removal and de-icing services at the Dundee Library. Cost for FY1617 is not to exceed \$25,000.

Brian Wing, Facilities Manager, recommended a three year contract to lock in prices. Actual costs will depend on weather conditions this winter. Valley Enterprises unit pricing compared favorably to other proposals under a variety of scenarios and references from their existing customers in the area were outstanding.

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 Resolution 2016-09 To Determine Estimate of Funds Needed for FY2016-17

It was moved by Trustee Sommerlot and seconded by Trustee Creighton to adopt Resolution 2016-09 to Determine Estimate of Funds Needed for FY 2016-17 in the amount of \$6,466,889.

Director Bennett explained statute dictates the Resolution be adopted at this time to meet deadlines for publication of the Levy Notice prior to adoption of the Tax Levy Ordinance, should it be required.

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, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity.

No action will be taken following Executive Session.

The regular meeting was adjourned to closed session by unanimous voice vote at 7:47 p.m.

The regular meeting was reconvened at 8:18 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: Library Director Roxane Bennett

No other business was discussed and the meeting was adjourned by unanimous voice vote at 8:20 p.m.



Richard V. Corbett, Secretary