

**Fox River Valley Public Library District
Board of Trustee Meeting
October 15, 2019**

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

MINUTES

The meeting was called to order by President Richard Corbett at 7:00 PM. All present rose to recite the Pledge of Allegiance.

Roll Call

Members present:	President	Richard Corbett
	Vice Pres	Kristina Weber
	Treasurer	Brian Lindholm
	Secretary	Nikki Kuhlman
	Trustee	Mike Tennis
	Trustee	Dave Nutt

Members absent: Trustee Chris Evans

Others present: Director Lauren Rosenthal, Assistant Director Heather Zabski, Kirstin Finneran, Brittany Berger, Monica Boyer, Keri Carroll, Jason Katsion, John Sabala, Michael Lorenzetti, Karin Nelson, Melissa Juntunen, Karen Werle

New Business

Exhibit C.3 Resolution 2019-15 Friends of the Library Week

President Corbett noted the presence of the Friends of the Library group and called for a motion to *ADOPT RESOLUTION 2019-15 DECLARING OCTOBER 20-26, 2019 FRIENDS OF THE LIBRARY WEEK*. Moved by Lindholm and seconded by Nutt, Secretary Kuhlman read the Resolution into the Minutes.

**RESOLUTION 2019-15
FRIENDS OF THE LIBRARY WEEK
FOX RIVER VALLEY PUBLIC LIBRARY DISTRICT**

Whereas, the Friends of the Fox River Valley Public Library District raise money that enables our library to provide needed resources for adult programming, class visits for all 2nd graders in the Library District, technology equipment, and special events throughout the year;

Whereas, the work of the Friends highlights, on an on-going basis, the fact that our library is the cornerstone of the community providing opportunities for all to engage in the joy of life-long learning and connect with the thoughts and ideas of others from ages past to the present;

Whereas, the Friends understand the critical importance of well funded libraries and advocate to ensure that our library gets the resources it needs to provide a wide variety of services to all ages including access to print and electronic materials, along with expert assistance in research, readers' advisory, and children's services;

Whereas, the Friends' gift of time and commitment to the library sets an example for all in how volunteerism leads to positive civic engagement and the betterment of our community;

Now, therefore, be it resolved that the Board of Trustees of the Fox River Valley Public Library District proclaims October 20-26, 2019, as Friends of the Library Week in the Fox River Valley Public Library District, urges everyone to join the Friends of the Library, and thanks them for all they do to make our library and community so much better.

There was no further discussion; Corbett thanked the Friends for their service and called for a roll call vote.

Roll call vote: Nutt, Lindholm, Kuhlman, Weber, Corbett – aye; Tennis – abstain; Evans – absent. 5 ayes, 0 nays, 1 abstain, 1 absent. Motion carried.

Public Comment

There was no public comment.

President's Report

Corbett reported three Trustees will be attending Illinois Library Associations (ILA) Annual Trustee Day on October 24th. There will be a Committee of the Whole meeting at the West Dundee Safety Center on November 16th.

Officer Reports

Treasurer Lindholm noted the Comprehensive Annual Financial Report (CAFR) will be discussed.

Vice President Weber noted Trustees Mike Tennis and Dave Nutt were recently honored by the Kane County Chamber of Commerce for their exceptional volunteer efforts on behalf of the community in which they reside. There were no other Officer reports.

Liaison Reports

No reports

Director's Report

Audit (Comprehensive Annual Financial Report (CAFR) Presentation

Melissa Juntunen of Lauterbach & Amen reviewed the Fiscal Year 2018-2019 CAFR, noting the auditor has issued a second consecutive non-modified opinion of FRVPLD, the highest opinion it can offer. It was also noted that the Library has been awarded the GFOA Certificate of Achievement for excellence in financial reporting for the previous two CAFRs, and this CAFR will be submitted for evaluation as well.

Economic Interests Statement (EIS) Training

Director Rosenthal presented "frequently asked questions" to ensure accurate completion of the Economic Interests Statement required annually by Kane County.

Board Retreat Planning

Rosenthal shared initial groundwork for the upcoming Committee of the Whole meeting on November 16th.

Estimate of Funds Needed for Fiscal Year 2019-2020

Rosenthal advised Kane County has released its Equalized Assessed Value estimate for the coming year. Based on that amount FRVPLD anticipates its funding estimate will be less than a 5% increase for fiscal year 2019-2020. Tennis noted the substantial jump in Tax Increment Financing (TIF) Districts; Rosenthal reported the Library will lose \$150,000 in revenue this year alone because of TIFs.

Department Reports and Dashboard

Lindholm noted approval on the OpenGov Transparency Dashboard and Department Reports containing photographs of events happening in and around the Library.

Consent Agenda

Exhibit A.1

Items included in Consent Agenda

- A.1.a Minutes from the September 17, 2019 Budget and Appropriation Hearing
- A.1.b Minutes from the September 17, 2019 Board of Trustees Meeting
- A.1.c Check/Voucher Register – AP & Payroll Complete for September 2019 totaling \$230,186.60
- A.1.d Monthly Financial Report for September 2019
- A.1.e Revenue Summary – All Funds Combined – Budget v Actual Revenues
- A.1.f Revenue Summary – All Funds Combined by Period
- A.1.g Expenditure Summary – All Funds Combined – Budget v Actual Expenses
- A.1.h Expenditure Summary – All Funds Combined – Budget v Actual Expenses by Location
- A.1.i Expenditure Summary – All Funds Combined by Period
- A.1.j Balance Sheet for September 2019
- A.1.k Ehlers Account Statement for September 2019

Corbett inquired if there were any items Trustees would like removed for further discussion. Tennis requested A.1.j be removed. Corbett called for a motion to *APPROVE CONSENT AGENDA ITEMS A.1.A THROUGH A.1.I AND A.1.K. AS PRESENTED*. Moved by Lindholm and seconded by Tennis, Corbett called for a roll call vote.

Roll Call Vote: Nutt, Tennis, Lindholm, Kuhlman, Weber, Corbett – aye; Evans – absent. 6 ayes, 0 nays, 1 absent. Motion carried.

Corbett then called for a motion to *APPROVE CONSENT AGENDA ITEM A.1.J AS PRESENTED*. Moved by Kuhlman and seconded by Weber, item opened for discussion. There was brief discussion on ensuring cash reserves are invested so as to earn as much interest as possible. Corbett called for a roll call vote.

Roll Call Vote: Nutt, Tennis, Lindholm, Kuhlman, Weber, Corbett – aye; Evans – absent. 6 ayes, 0 nays, 1 absent. Motion carried.

Unfinished Business

There was no Unfinished Business.

New Business

Exhibit C.1 Snow Removal Contract – Valley Enterprise

Corbett called for a motion to *AUTHORIZE THE DIRECTOR TO CONTRACT FOR SERVICES FOR A 3-YEAR PERIOD (FY1920 THRU FY2122) WITH VALLEY ENTERPRISE FOR SNOW REMOVAL AND DE-ICING SERVICES AT THE DUNDEE LIBRARY*. Moved by Weber and seconded by Lindholm, item opened for discussion. Bids were solicited and it was determined Valley Enterprise offered a competitive price along with satisfactory service in the past. Tennis questioned the aggregate amount discussed in the board exhibit, and it was explained that this amount is an estimate based upon severity of the season's events. The total amount expended will vary according to how much salt and manpower is required for each storm. There being no further discussion, Corbett called for a roll call vote.

Roll Call Vote: Nutt, Lindholm, Kuhlman, Weber, Corbett – aye; Tennis – abstain; Evans – absent. 5 ayes, 0 nays, 1 abstain, 1 absent. Motion carried.

Exhibit C.2 Resolution 2019-14 To Determine Estimate of Funds Needed for Fiscal Year 2019-20

Corbett called for a motion to *ADOPT RESOLUTION 2019-14 TO DETERMINE ESTIMATE OF FUNDS NEEDED FOR FY 2019-20 IN THE AMOUNT OF \$3,550,000*. Moved by Lindholm and seconded by Tennis, Corbett opened the item for discussion. Rosenthal noted the estimate is based upon property tax revenue received last fiscal year plus a

4.46% increase. This request should cover new property tax revenues generated by new construction in the Library District. Corbett called for a roll call vote.

Roll Call Vote: Nutt, Tennis, Lindholm, Kuhlman, Weber, Corbett – aye; Evans – absent. 6 ayes, 0 nays, 1 absent. Motion carried.

There being no further business to conduct Corbett called for a motion to *ADJOURN*; moved by Nutt and seconded by Lindholm, meeting adjourned by unanimous voice vote at 8:06 PM.

Nikki Kuhlman, Secretary