

**Fox River Valley Public Library District
Board of Trustee Meeting
October 20, 2020**

MINUTES

President Corbett read the following statement into the meeting:

This meeting of the Fox River Valley Public Library District Board of Trustees will be held without a quorum of Trustees physically present but is authorized by the Governor of Illinois pursuant to Covid-19 Executive Order #5 dated March 16, 2020, as well as the Governor's Emergency Administrative Act dated June 12, 2020. As Board President I have determined an in-person meeting is not prudent at this time due to the corona virus pandemic that the Governor has declared an emergency. A verbatim recording of this meeting will be made available to the public. In addition, Library Director Lauren Rosenthal is physically present at the Library for this meeting.

Corbett then polled all in attendance to ensure they could clearly hear the proceedings, and read the following previously posted notice into the Minutes:

PUBLIC NOTICE

Due to current public health concerns and extension of the Governor's stay-at-home mandate by Executive Order 2020-33, this meeting is being conducted electronically. Anyone wishing to observe and/or comment must email LibraryBoard@frvpld.info no later than 12 pm on Tuesday, October 20, and will receive online access to the meeting. If you do not have electronic access and would like to make a public statement you can call the library at 847-428-3661 before 5 pm on Tuesday, October 20 and leave a message, indicating that you would like your message to be read into the record during the "Public Comment" section of the meeting. A recording of this meeting will be available on the library's website by Friday, October 30.

The meeting was called to order by President Richard Corbett at 7:02 PM. All present rose to recite the Pledge of Allegiance.

Roll Call

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

Members absent: none

Others present electronically: Director Lauren Rosenthal, Assistant Director Heather Zabski, Kirstin Finneran, Monica Boyer, Keri Carroll, Jason Katsion, John Sabala, Karin Nelson, Michael Lorenzetti, Ann Van Vooren, Karen Werle

Public Comment

Corbett inquired if there were any virtual participants wishing to comment, or if any telephone or email messages had been received. Rosenthal reported there were none.

President's Report

Corbett noted Director Rosenthal will be leaving Fox River Valley Public Library District on December 11, 2020 for a new opportunity with the Ela Area Public Library District. Rosenthal will be recognized for her leadership at the November Board meeting. Details of the Randall Oaks Library lease extension with the Dundee Township Park District are being finalized.

Director's Report

Audit (CAFR) Presentation

Ann Van Vooren from the accounting firm of Lauterbach and Amen reviewed the FY1920 Comprehensive Annual Financial Report, noting FRVPLD has again received the highest rating. Discussion ensued on edits of the MD&A for clarity; agreed upon edits will be incorporated into the audit.

Department Reports and Dashboard

Rosenthal noted the issue of whether FRVPLD is required to close on Election Day, November 3, 2020, has been settled, and the Library will be open that day. More restrictions have been placed on gatherings in Kane County; after consultation it was determined FRVPLD is able to maintain patron and staff safety within the parameters currently in place. A final intergovernmental agreement from Kane County allowing the Library to apply for reimbursement of covid-related expenses is pending.

Consent Agenda

Exhibit A.1 Items included in Consent Agenda

- A.1.a Minutes from the September 15, 2020 Budget and Appropriation Hearing
- A.1.b Minutes from the September 15, 2020 Board of Trustees Meeting
- A.1.c Check/Voucher Register – AP & Payroll Complete for September 2020 totaling \$228,642.59
- A.1.d Monthly Financial Report for September 2020
- 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 2020
- A.1.k Ehlers Account Statement for September 2020

Corbett inquired if there were any items Trustees would like removed for further discussion; Tennis requested the removal of A.1.b. Corbett then called for a motion to *APPROVE CONSENT AGENDA ITEMS A.1.A AND A.1.C THROUGH A.1K. AS PRESENTED.* Moved by Tennis and seconded by Evans, Corbett called for a roll call vote.

Roll Call Vote: Nutt, Evans, Tennis, Lindholm, Kuhlman, Weber, Corbett – aye. 7 ayes, 0 nays, 0 absent. Motion carried.

Corbett then called for a motion to *APPROVE CONSENT AGENDA ITEM A.1.B;* moved by Tennis and seconded by Lindholm, item opened for discussion. Tennis suggested an edit for clarity to the Department Reports recap in the Minutes. The suggestion will be incorporated into the final approved Minutes, Corbett called for a roll call vote on the amended Minutes.

Roll Call Vote: Nutt, Evans, Tennis, Lindholm, Kuhlman, Weber, Corbett – aye. 7 ayes, 0 nays, 0 absent. Motion carried.

Unfinished Business

There was no Unfinished Business.

New Business

Exhibit C.1 Resolution 2020-08 Intergovernmental Agreement Kane County CARES Act and Authorizing Execution by Library Director

Corbett called for a motion to *ADOPT RESOLUTION 2020-08 APPROVING THE INTERGOVERNMENTAL AGREEMENT WITH KANE COUNTY ALLOWING THE FOX RIVER VALLEY PUBLIC LIBRARY DISTRICT, AS A SUB-RECIPIENT, TO RECEIVE REQUESTED FUNDS UP TO \$50,000 FROM THE FEDERAL CARES ACT.* Moved by Lindholm and seconded by Kuhlman, item opened for discussion.

As noted in the Department Reports, Rosenthal advised although the Agreement isn't final, the Resolution on the Agenda will allow the Director to proceed accordingly upon receipt. Should there be significant changes to the draft Agreement provided, it will again come before the Board for approval. There being no further discussion, Corbett called for a roll call vote.

Roll Call Vote: Nutt, Evans, Tennis, Lindholm, Kuhlman, Weber, Corbett – aye. 7 ayes, 0 nays, 0 absent. Motion carried.

Exhibit C.2 Resolution 2020-09 To Determine Estimate of Funds Needed for Fiscal Year 2020-2021

Corbett called for a motion to *ADOPT RESOLUTION 2020-09 TO DETERMINE ESTIMATE OF FUNDS NEEDED FOR FY 2020-21 IN THE AMOUNT OF \$3,650,000.* Moved by Weber and seconded by Nutt, Corbett opened the item for discussion.

Rosenthal noted the estimate is based upon property tax revenue received last fiscal year plus a 4.44% increase. This estimate should cover additional property tax revenues generated by new construction in the Library District, and allows for potential unexpected expenses. There was no further discussion, Corbett called for a roll call vote.

Roll Call Vote: Nutt, Evans, Tennis, Lindholm, Kuhlman, Weber, Corbett – aye. 7 ayes, 0 nays, 0 absent. Motion carried.

Executive Session

Corbett announced there would be an Executive Session this evening and called for a motion to *ADJOURN IN ACCORDANCE WITH 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 MINUTES REVIEW OF THE MINUTES MANDATED BY SECTION 2.06 OF THE ACT; AND*

5 ILCS 120/2(C)(1) THE APPOINTMENT, EMPLOYMENT, COMPENSATION, DISCIPLINE, PERFORMANCE, OR DISMISSAL OF SPECIFIC EMPLOYEES OF THE PUBLIC BODY. There will be no action upon return to open session. Moved by Nutt and seconded by Evans, Corbett called for a roll call vote.

Roll Call Vote: Nutt, Evans, Tennis, Lindholm, Kuhlman, Weber, Corbett – aye. 7 ayes, 0 nays, 0 absent. Motion carried. Open Session adjourned at 7:48 PM.

Return to Open Session

The meeting was called to order by President Richard Corbett at 8:59 PM.

Roll Call

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

Trustee Chris Evans
Trustee Dave Nutt

Members absent: none

There being no further business to discuss, Corbett called for a motion to ADJOURN. Moved by Evans and seconded by Nutt, Corbett called for a roll call vote.

Roll Call Vote: Nutt, Evans, Tennis, Lindholm, Kuhlman, Weber, Corbett – aye. 7 ayes, 0 nays, 0 absent. Motion carried.

Meeting adjourned at 9:00 PM.

Nikki S. Kuhlman, Secretary