

President Weber read the following previously posted public notice into the Minutes:

PUBLIC NOTICE OF REGULAR MEETING BY VIDEO CONFERENCE

The January 18, 2022 meeting of the Fox River Valley Public Library District Board of Trustees beginning at 7:00 PM will be conducted by video conference, without a physically present quorum of Board Trustees in accordance with state law. The Board President has determined an in-person meeting is not practical or prudent because of the continued disaster declaration from the governor’s office related to covid-19, nor is it feasible for a Library Trustee, the Executive Director, or Library Attorney to be present at the library. Notice of this virtual meeting has been provided to the public in advance, and instructions to attend virtually and/or comment were detailed in that notice. A recording of this meeting will be available on the library’s website by Friday, January 28.

**Fox River Valley Public Library District
Board of Trustees Meeting
January 18, 2022**

MINUTES

Call to Order

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

President Weber inquired if all present could see and hear one another as the January 18, 2022 meeting is held virtually due to the governor’s continued disaster proclamation. All were able.

All present rose to recite the Pledge of Allegiance.

Roll Call

Members present:	President	Kristina Weber
	Vice Pres	Richard Corbett
	Secretary	Chris Evans
	Treasurer	Dave Nutt
	Trustee	Matthew Goyke
	Trustee	Maryann Dellamaria
	Trustee	Tara Finn

Members absent: none

Others present: Executive Director Amy Dodson, Assistant Director Heather Zabski, John Sabala, Jason Katsion, Karin Nelson, Keri Carroll, Kirstin Finneran, Michael Lorenzetti, Monica Boyer, Sherry Kenny, Tami Olszewski, Dawn Lawson, Karen Werle

Public Comment

There was no public comment.

President’s Report

There was no report.

Director’s Report

Investment Inventory Presentation

Tami Olszewski of Ehlers, Inc. reviewed the investment portfolio held by Fox River Valley Public Library District. She noted investments are monitored to provide optimum returns while remaining in compliance, and reported on upcoming maturity dates. A summary of returns in 2021 was provided.

Dodson reported the sidewalk and stairs project is complete. Repair to the roof requires a warmer temperature

and the project is delayed pending a return to 40 degree weather. Work to replace east and west side entrance doors at the Dundee Library is expected to begin in April. N95 masks have been provided to staff.

Strategic Plan Update

Assistant Director Zabski reported on achievements made in accordance with the library's Strategic Plan. Trustees commented favorably on the progress made despite challenges of the current pandemic.

Department Reports and Dashboard

Dashboard statistics cover a set time frame; Zabski will investigate whether the software will compare the same month in consecutive years. Weber commented on patrons migrating to Randall Oaks Library when Dundee was closed for sidewalk replacement, and noted Zabski's update on the strategic plan was well done. Evans spoke to the volume of quality programs for middle school students. Dodson credited staff with facilitating these programs.

Consent Agenda

Exhibit A.1 Items included in Consent Agenda

- A.1.a Minutes from the November 16, 2021 Board of Trustees Meeting**
- A.1.b Check/Voucher Register – AP & Payroll Complete for November 2021 totaling \$256,241.35**
- A.1.c Check/Voucher Register – AP & Payroll Complete for December 2021 totaling \$310,474.20**
- A.1.d Monthly Financial Report for November 2021**
- A.1.e Monthly Financial Report for December 2021**
- A.1.f Revenue Summary – All Funds Combined – Budget v Actual Revenues for November 2021**
- A.1.g Revenue Summary – All Funds Combined – Budget v Actual Revenues for December 2021**
- A.1.h Revenue Summary – All Funds Combined by Period for November and December**
- A.1.i Expenditure Summary – All Funds Combined – Budget v Actual Expenses for November 2021**
- A.1.j Expenditure Summary – All Funds Combined – Budget v Actual Expenses for December 2021**
- A.1.k Expenditure Summary – All Funds Combined – Budget v Actual Expenses by Location for November 2021**
- A.1.l Expenditure Summary – All Funds Combined – Budget v Actual Expenses by Location for December 2021**
- A.1.m Expenditure Summary – All Funds Combined by Period for November and December**
- A.1.n Balance Sheet for November 2021**
- A.1.o Balance Sheet for December 2021**
- A.1.p Ehlers Investment Inventory for November and December**

Weber inquired if there were any items Trustees would like removed for further discussion. Hearing none, she called for a motion to *APPROVE CONSENT AGENDA ITEMS A.1.A THROUGH A.1.P AS PRESENTED*. Moved by Corbett and seconded by Nutt, Weber called for a roll vote.

Roll Call Vote: Goyke, Dellamaria, Finn, Nutt, Evans, Corbett, Weber – aye. 7 ayes, 0 nays, 0 absent. Motion carried.

Unfinished Business – none

New Business

Exhibit C.1 Ordinance 2022-01 Nonresident Cards

Weber called for a motion to *ADOPT ORDINANCE 2022-01 NONRESIDENT CARDS AS PRESENTED*. Moved by Finn and seconded by Nutt, item opened for discussion. Weber noted adoption of the ordinance is required for membership in FRVPLDs regional library system (RAILS). There are no unserved areas adjacent to FRVPLD. There was no further discussion; Weber then called for a roll call vote.

Roll Call Vote: Goyke, Dellamaria, Finn, Nutt, Evans, Corbett, Weber – aye. 7 ayes, 0 nays, 0 absent. Motion carried.

Exhibit C.2 Award Contract for Removal and Replacement of East and West Side Entrance Doors at Dundee Library

Weber called for a motion to *AWARD A CONTRACT FOR REMOVAL AND REPLACEMENT OF THE EAST AND WEST SIDE ENTRANCE DOORS AT THE DUNDEE LIBRARY TO C.A.D.CONTRACT GLAZING, INC., IN AMOUNT NOT TO EXCEED \$57,500.00*. Moved by Corbett and seconded by Dellamaria, item opened for discussion. Corbett expressed satisfaction the issue was finally being addressed. There was discussion on whether the interior lobby doors were also going to be replaced. There was no further discussion; Weber called for a roll call vote.

Roll Call Vote: Goyke, Dellamaria, Finn, Nutt, Evans, Corbett, Weber – aye. 7 ayes, 0 nays, 0 absent. Motion carried.

Exhibit C.3 Minimum Wage Requirement: Update Salary Scale

Weber called for a motion to *APPROVE THE UPDATED SALARY SCALE AS PRESENTED*. Moved by Nutt and seconded by Corbett, item opened for discussion. Nutt confirmed the update was due to the mandatory minimum wage increase. There was no further discussion; Weber called for a roll call vote.

Roll Call Vote: Goyke, Dellamaria, Finn, Nutt, Evans, Corbett, Weber – aye. 7 ayes, 0 nays, 0 absent. Motion carried.

Exhibit C.4 Collection Management Policy Review and Discussion

Noting the Collection Management Policy was last updated in 2017, Weber requested Trustee feedback on whether they thought any updates were necessary for current times. FRVPLD seeks to be an advocate for intellectual freedom and desires its policies support both that conviction and the Library Director and staff in the event materials are challenged. There was discussion on ‘weeding’ where older outdated materials that are not circulating or relevant are replaced with new acquisitions. It was agreed the current policy is straightforward and can withstand any challenge.

Executive Session

Weber noted there would not be an executive session this evening. There will be one in February, and Trustees were asked to review the strategic plan and determine what will be prioritized.

Adjournment

No further business was discussed, Weber called for a motion to ADJOURN. Moved by Nutt and seconded by Dellamaria, Weber called for a roll call vote.

Roll Call Vote: Goyke, Dellamaria, Finn, Nutt, Evans, Corbett, Weber – aye. 7 ayes, 0 nays, 0 absent. Motion carried.

Meeting adjourned at 8:05 PM.