

**Fox River Valley Public Library District
Board of Trustees Meeting
May 17, 2022**

MINUTES

Call to Order

The meeting was called to order by President Kristina Weber at 7:01 PM. 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, Deputy Director Heather Zabski, Jason Katsion, Kirstin Finneran, Michael Lorenzetti, Sherry Kenny, Brittany Berger, Keri Carroll, John Sabala, Karin Nelson, Karen Werle, Mike Tennis

Public Comment

Tennis addressed the Board with his concerns over the amount budgeted for personnel services and benefits.

President's Report

Budget and Levy Calendar Fiscal Year 2022 - 2023

Weber noted the Calendar provides the time frame for adopting financial ordinances in the next fiscal year beginning July 1, 2022.

Board Meeting Dates

Trustees discussed their availability over the upcoming months in order to set the dates for regular Board meetings in fiscal year 2022 – 2023.

Director's Report

Dodson reported the roof repairs at Dundee Library have been completed. All work was done under warranty at no cost to the library. Recent staff promotions have resulted in combining leadership of Adult and Teen Services (ATS) and Youth Services under Public Services Manager Jason Katson, formerly ATS Manager. Heather Zabski has been promoted to Deputy Director. IT Manager John Sabala updated the Board on efforts to improve FRVPLDs mobile app.

Summer Lunches

Zabski reported FRVPLD will again serve summer lunch meals to anyone 18 years of age and under, 5 days a week from noon until 1 PM, beginning June 6 through August 16. Lunches will be served in-person to comply with USDA guidelines. Library staff will assume all duties associated with the summer lunch program.

Summer Reading

Randall Oaks Manager Brittany Berger noted registration for the Summer Reading Challenge has begun. The program runs June 1 through July 31. There will be a SRC Kickoff event on Saturday, June 4 from 1 to 4 PM complete with food, live music, and the Bubble Bus! A Finisher Pool Party at Dolphin's Cove on Sunday August 7 will wrap up this year's challenge.

Department Reports and Dashboard

Trustees commented on the new Tablets to Seniors initiative that provides internet-ready Samsung tablets to senior citizens through AgeGuide Northeastern Illinois, and FRVPLD staff will train them on their use. It is hoped the program can be expanded in the future. There was discussion on statistics showing computer usage is down; Sabala noted as the devices age some will not be replaced and thereby allow for an expanded teen area.

Working Budget Presentation

Dodson reviewed the draft working budget and outlined the steps to be taken in the budget process, through adoption of the Levy Ordinance in November. The final working budget will be approved in June.

Consent Agenda

Exhibit A.1 Items included in Consent Agenda

- A.1.a Minutes from the April 19, 2022 Board of Trustees Meeting**
- A.1.b Check/Voucher Register – AP & Payroll Complete for April 2022 totaling \$385,475.80**
- A.1.c Monthly Financial Report for April 2022**
- 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 April 2022**
- A.1.j Ehlers Investment Inventory for April 2022**

Weber inquired if there were any items Trustees would like removed for further discussion. Corbett requested A.1.b be withheld. Weber then called for a motion to *APPROVE CONSENT AGENDA ITEMS A.1.A AND A.1.C THROUGH A.1.J AS PRESENTED*. Moved by Nutt and seconded by Finn, 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.

Weber then called for a motion to *APPROVE CONSENT AGENDA ITEM A.1.B AS PRESENTED*. Moved by Corbett and seconded by Dellamaria, item opened for discussion. Corbett inquired about the amount of a check; it was explained construction manager fees were added to the cost of the project. Trustees requested fees be included in any motion requesting approval for capital improvement expenditures. 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.

Unfinished Business – none

New Business

C.1 Working Budget – discussion only

Trustees requested more detail on budgeted amounts for personnel costs and capital improvements; that will be provided before the final working budget is presented for approval next month.

C.2 Award Contract for Installation of Electronic Messaging Sign

Weber called for a motion to *AWARD A CONTRACT FOR INSTALLATION OF AN ELECTRONIC MESSAGING SIGN AT DUNDEE LIBRARY TO DOYLE SIGNS, INC. IN AN AMOUNT NOT TO EXCEED \$65,600.* Moved by Corbett and seconded by Finn and was open for discussion. Two options were presented to the Board and Trustees felt the 8mm sign with newer technology was preferred. 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.

Adjournment

No further business was discussed, Weber called for a motion to ADJOURN. Moved by Nutt and seconded by Corbett, motion passed by unanimous voice vote.

Meeting adjourned 8:28 PM.

Christine L. Evans, Secretary