

**Fox River Valley Public Library District
Board of Trustee Meeting
August 15, 2023**

MINUTES

Call to Order

The meeting was called to order by President Kristina Weber at 7:05 PM.

President Weber nominated Trustee Goyke as Secretary Pro-Tem; there were no other nominations and Goyke was appointed.

All present rose to recite the Pledge of Allegiance.

New Business

Exhibit C.1 Resolution 2023-06 Appoint New Library Trustee

Weber called for a motion to *ADOPT RESOLUTION 2023-06 TO APPOINT DAN WISNIEWSKI AS LIBRARY TRUSTEE EFFECTIVE AUGUST 15, 2023*. Moved by Dellamaria and seconded by Finn, item opened for discussion. Weber stated Wisniewski's resume has been shared with the Board, and he was found to be well qualified to sit on the Library Board of Trustees. There being no further discussion she called for a roll call vote.

Roll call vote: Goyke, Lauer, Finn, Dellamaria, Weber – aye. 5 ayes, 0 nays, 1 absent, 1 vacant. Motion carried.

Wisniewski was sworn in and took his seat with the Board. Secretary Pro-Tem Goyke called the roll.

Roll Call

Members present:	President	Kristina Weber
	Vice Pres	Maryann Dellamaria
	Secretary	absent
	Treasurer	Tara Finn
	Trustee	Matthew Goyke (Secretary Pro-Tem)
	Trustee	Paula Lauer
	Trustee	Dan Wisniewski

Members absent: Secretary Christine L. Evans (arrived 7:14 PM)

Others present: Executive Director Amy Dodson, Deputy Director Heather Zabski, Kirstin Finneran, Sumitra Potharazu, Jason Katsion, Karin Nelson, John Sabala, Brittany Berger, Sherry Kenney, Michael Lorenzetti, Keri Carroll, Karen Werle

Public Comment

There was no public comment.

President's Report

Weber thanked Trustees Goyke and Lauer for their review of the Secretary's records, which were found to be in order.

ILA Trustee Day 2023

Weber noted the Illinois Library Association will hold its annual Trustee Day on October 26, 2023 in Springfield. Interested Trustees were asked to contact Administration for details.

Director's Report

Executive Director Dodson reported preparation for formulating the Strategic Plan has begun. More details

will be presented and discussion will occur later in the meeting. Dodson announced the unexpected passing of long-time staff member Gemma Winger. She will be greatly missed.

Tentative Budget and Appropriation Ordinance Presentation

Dodson presented an overview of the Tentative Budget and Appropriation Ordinance set for approval this evening. She highlighted the amounts appropriated into various budget lines for fiscal year 2023 – 2024.

Summer Reading Wrap-up

Randall Oaks Manager Brittany Berger reported on the increase in sign-ups and finishers in all categories. The Dolphin Cove pool party for all finishers was a great success and well-attended.

Department Head Reports and Dashboard

There were no comments.

Consent Agenda

Exhibit A.1

Items included in Consent Agenda

- A.1.a Minutes from the June 20, 2023 Board of Trustees Meeting
- A.1.b Check/Voucher Register for June 2023
- A.1.c Check/Voucher Register for July 2023
- A.1.d Monthly Financial Report for June 2023
- A.1.e Monthly Financial Report for July 2023
- A.1.f Revenue Summary – All Funds Combined – Budget v Actual Revenues for June 2023
- A.1.g Revenue Summary – All Funds Combined – Budget v Actual Revenues for July 2023
- A.1.h Revenue Summary – All Funds Combined by Period for June and July 2023
- A.1.i Expenditure Summary – All Funds Combined – Budget v Actual Expenses for June 2023
- A.1.j Expenditure Summary – All Funds Combined – Budget v Actual Expenses for July 2023
- A.1.k Expenditure Summary – All Funds Combined – Budget v Actual Expenses by Location for June 2023
- A.1.l Expenditure Summary – All Funds Combined – Budget v Actual Expenses by Location for July 2023
- A.1.m Expenditure Summary – All Funds Combined by Period for June and July 2023
- A.1.n Balance Sheet for June 2023
- A.1.o Balance Sheet for July 2023
- A.1.p Ehlers Investment Inventory for June and July 2023

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 Finn and seconded by Dellamaria, Weber called for a roll call vote.

Roll call vote: Goyke, Lauer, Wisniewski, Finn, Evans, Dellamaria, Weber – aye. 7 ayes, 0 nays, 0 absent. Motion carried.

Unfinished Business

Exhibit B.1 Strategic Plan Update

Dodson reported there would be a survey conducted in English and Spanish in September at Heritage Fest. There will be three sessions with ReThinking Libraries staff to gather input from library staff, managers, and the Board.

New Business

Exhibit C.2 Ordinance 2023-07 Tentative Budget and Appropriation

Weber called for a motion to *APPROVE ORDINANCE 2023-07 TENTATIVE BUDGET AND APPROPRIATION IN THE AMOUNT OF EIGHT MILLION, SEVEN HUNDRED EIGHTY-EIGHT THOUSAND, FIVE HUNDRED TWENTY-THREE DOLLARS FOR FISCAL YEAR 2023-2024 AS PRESENTED*. Moved by Goyke and seconded by Finn, item opened for

discussion. Weber announced the ordinance in tentative form is presented for approval. Prior to adoption there will be a hearing at 7:00 PM on the Budget and Appropriation Ordinance at the September 19, 2023 Board of Trustees meeting. Weber noted planned capital projects necessitated drawing upon reserve funds this fiscal year. There being no further discussion, she called for a roll call vote.

Roll call vote: Goyke, Lauer, Wisniewski, Finn, Evans, Dellamaria, Weber – aye. 7 ayes, 0 nays, 0 absent. Motion carried.

Exhibit C.3 Library Executive Director Employment Agreement Renewal

Weber stated this item of business will come later in the meeting and upon return to open session.

Exhibit C.4 Equipment Maintenance Contract Renewal - Bibliotheca

Weber called for a motion to *APPROVE ANNUAL EQUIPMENT MAINTENANCE AGREEMENTS FOR BIBLIOTHECA / SOFTWARE IN AN AMOUNT NOT TO EXCEED \$29,000*. Moved by Finn and seconded by Dellamaria; item opened for discussion. IT Manager John Sabala reported the agreement covers the automatic sorters for the next year. Weber then called for a roll call vote.

Roll call vote: Goyke, Lauer, Wisniewski, Finn, Evans, Dellamaria, Weber – aye. 7 ayes, 0 nays, 0 absent. Motion carried.

Adjourn to Executive Session

Weber called for a motion to *ADJOURN TO EXECUTIVE SESSION IN ACCORDANCE WITH 5 ILCS 120//2(C)(1) THE APPOINTMENT, EMPLOYMENT, COMPENSATION, DISCIPLINE, PERFORMANCE, OR DISMISSAL OF SPECIFIC EMPLOYEES OF THE PUBLIC BODY, AND 5 ILCS 120/2(C)(11) LITIGATION, WHEN THE PUBLIC BODY FINDS THAT AN ACTION IS PROBABLE OR IMMINENT, IN WHICH CASE THE BASIS FOR THE FINDING SHALL BE RECORDED AND ENTERED INTO THE MINUTES OF THE CLOSED MEETING*. Weber further noted there will be business conducted upon return to open session. Moved by Goyke and seconded by Finn, Weber called for a roll call vote.

Roll call vote: Goyke, Lauer, Wisniewski, Finn, Evans, Dellamaria, Weber – aye. 7 ayes, 0 nays, 0 absent. Motion carried. Open session adjourned at 7:45 PM.

Return to Open Session

Weber called the meeting to order at 8:29 PM.

Roll Call

Members present:	President	Kristina Weber
	Vice Pres	Maria Dellamaria
	Secretary	Christine L. Evans
	Trustee	Tara Finn
	Trustee	Matthew Goyke
	Trustee	Paula Lauer
	Trustee	Dan Wisniewski

Members absent: none

Others present: Director Amy Dodson

Exhibit C.3 Library Executive Director Employment Agreement Renewal

Weber called for a motion to *APPROVE RENEWAL OF LIBRARY EXECUTIVE DIRECTOR’S EMPLOYMENT*

AGREEMENT EFFECTIVE AUGUST 31, 2023 UNTIL AUGUST 31, 2024. Moved by Goyke and seconded by Finn, item opened for discussion. Board members expressed satisfaction with Director Dodson's leadership, professionalism, and openness to suggestions. There was no further discussion, Weber called for a roll call vote.

Roll call vote: Goyke, Lauer, Wisniewski, Finn, Evans, Dellamaria, Weber – aye. 7 ayes, 0 nays, 0 absent. Motion carried.

Adjournment

Weber inquired if there were any topics Trustees wished to address in the future; there was interest in current and future staff insurance costs. There was no further business to discuss, Weber called for a motion to *ADJOURN*. Moved by Finn and seconded by Goyke, meeting adjourned at 8:38 PM by unanimous voice vote.

Christine L. Evans, Secretary