

**Fox River Valley Public Library District
Board of Trustees Meeting
February 20, 2024**

MINUTES

Call to Order

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

Roll Call

Members present:	President	Kristina Weber
	Vice Pres	Maryann Dellamaria
	Treasurer	Tara Finn (attending remotely)
	Secretary	Christine Evans
	Trustee	Matt Goyke
	Trustee	Paula Lauer
	Trustee	Dan Wisniewski

Members absent: none

Others present: Executive Director Amy Dodson, Deputy Director Heather Zabski, Keri Carroll, Sam Bunte, Heather, Ji, Sumitra Potharazu, John Sabala, Kirstin Finneran, Amanda Keen

Public Comment

The Dundee Lions presented a donation of \$1,200 in honor of Barbara McClung to support the Youth Services Department's relaunch of the Welcome Little Ones program. Present to provide the donation were Jim McClung, Mike Burhmann, John Cichowski and John Lewensky. Funding will go towards Baby Fest which will formally launch the library's initiative in March, along with the purchase of branded bags, bilingual board books and early literacy information that will be provided to infants and their caregivers who register for a library card. Sumitra Potharazu was celebrated for her recent certifications as a Public Finance Offer (CPFO) and a Certified Government Financial Manager (CGFM). Amanda Keen transferred positions and was recognized as the library's new Executive Assistant, replacing Karen Werle in her recent retirement.

President's Report

There was no report.

Director's Report

Randall Oaks Manager Brittany Berger presented statistics on the recent Winter Reading Challenge. The Reading Wrap-Up theme saw a record-breaking increase of 21% in registrations, with 58% of participants finishing the program. Executive Director Amy Dodson shared the upcoming Find More Illinois initiative which will begin in August and will link together libraries to provide interlibrary loans outside of the boundaries of our consortium to increase access for our patrons. This program will be coordinated through a partnership between RAILS and CCS and is grant funded on a trial basis for two years through our membership with CCS. Public services programs were also highlighted by Dodson with most library programs featuring full registrations, demonstrating the library's focus on topics of interest to patrons, along with increased foot traffic and program attendance at Randall Oaks. The newsletter for spring will arrive in mailboxes shortly.

Department Reports and Dashboard

Activities and statistics for January were provided. There were no comments.

Consent Agenda

Exhibit A.1 Items included in Consent Agenda

- A.1.a Minutes from the January 16, 2024 Board of Trustees Meeting**
- A.1.b Check/Voucher Register for January, 2024**
- A.1.c Monthly Financial Report for January 2024**
- 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 January 2024**
- A.1.j Ehlers Account Statement for January 2024**

Weber inquired if there were any items Trustees would like removed for further discussion. Hearing no other requests she called for a motion to *APPROVE CONSENT AGENDA ITEMS A.1.A THROUGH A.1.J AS PRESENTED*. Moved by Goyke and seconded by Wisniewski, 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 - none

New Business

C.1 2-Year Contract For Internet & Phone Service

Weber called for a motion to *AUTHORIZE THE DIRECTOR TO ENTER INTO NEW TWO-YEAR SERVICE AGREEMENTS WITH COMCAST BUSINESS TO PROVIDE INTERNET, TELEPHONE LINES, AND NETWORK AND TELEPHONE EQUIPMENT FOR THE DUNDEE AND RANDALL OAKS LIBRARIES WITH A MAXIMUM VALUE OF \$40,000 OR \$20,000 ON AN ANNUAL BASIS.* Moved by Goyke and seconded by Dellamaria, item opened for discussion. Information Technology Manager John Sabala spoke to the District’s history with Comcast Business, noting its satisfaction with their services, and how both upload and download speeds would increase at a lower cost. 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.

C.2 FY2429 Strategic Plan

Executive Director Amy Dodson provided an update on the strategic planning process for Fiscal Years 2024 through 2029, noting that she will meet with both the management team and consulting firm ReThinking Libraries to narrow the focus of the data collected from the surveys and retreat to define achievable goals for the next five years.

Adjournment

Weber inquired if Trustees had any additional topics for future meetings. No further business was discussed, Weber called for a motion to *ADJOURN*. Moved by Wisniewski and seconded by Goyke, 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.

Meeting adjourned at 7:35 PM.

Christine L. Evans, Secretary