

**Fox River Valley Public Library District  
Board of Trustees Meeting  
March 19, 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
	Secretary	Chris Evans
	Trustee	Matt Goyke
	Trustee	Paula Lauer (arrived 7:03 PM)
	Trustee	Dan Wisniewski

Members absent: none

Others present: Executive Director Amy Dodson, Deputy Director Heather Zabski, Sam Bunte, Keri Carroll, Heather Ji, Michael Lorenzetti, Karin Nelson, Sumitra Potharazu, John Sabala

**Public Comment**

There was none.

**President's Report**

Economic Interests Statement

Weber noted Board members should expect to receive an email from Kane County before the end of the month advising them to file the annual Economic Interests Statement.

**Director's Report**

Executive Director Dodson noted many programs happening in public services departments in February. Program attendance at Randall Oaks Library was particularly high. She noted our participation in the annual Thom McNamee Memorial St. Patrick's Day Parade.

**Consent Agenda**

**Exhibit A.1 Items to be included in Consent Agenda**

- A.1.a Minutes from the February 20, 2024 Board of Trustees Meeting**
- A.1.b Check/Voucher Register for February 2024**
- A.1.c Monthly Financial Report for February 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 February 2024**
- A.1.j Ehlers Investment Inventory for February 2024**

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.j 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 – 7 ayes, 0 nays, 0 absent. Motion carried.

### **Unfinished Business**

#### **Exhibit B.1 Strategic Plan Update – Executive Director Amy Dodson**

Executive Director Dodson provided trustees with a rough draft of goals and outcomes from the strategic planning process for Fiscal Years 2024 through 2029. Dodson noted that the management team was still in the middle of the strategic planning process and that the portion of the strategic plan addressing facilities might be the most important going forward.

### **New Business**

#### **Exhibit C.1 Meeting Room Flooring Replacement Agreement**

Weber called for a motion to *AUTHORIZE THE DIRECTOR TO ENTER INTO AN AGREEMENT WITH AMERICA'S FLOORING STORE TO REPLACE THE MEETING ROOM AND HALLWAY FLOORING AS DESCRIBED IN THE SCOPE OF WORK FOR \$13,590*. Moved by Goyke and seconded by Wisniewski, item opened for discussion. Facilities Manager Michael Lorenzetti spoke about the project which will replace the meeting room carpet with hard flooring and cover a section of cracked tiles in a staff area with carpeting. There being no further discussion, Weber called for a roll call vote.

Roll Call Vote: Goyke, Lauer, Wisniewski, Finn, Evans, Dellamaria, Weber – 7 ayes, 0 nays, 0 absent. Motion carried.

#### **Exhibit C.2 Appointment of Freedom of Information Act (FOIA) Officers**

Weber called for a motion to *APPOINT EXECUTIVE ASSISTANT AMANDA KEEN AND DEPUTY DIRECTOR HEATHER ZABSKI AS FOIA OFFICERS FOR THE FOX RIVER VALLEY PUBLIC DISTRICT, EFFECITVE MARCH 19, 2024*. Moved by Finn and seconded by Dellamaria, item opened for discussion. Deputy Director Zabski noted that both she and Executive Assistant Keen had undergone the required annual FOIA training. There was no further discussion, Weber called for a roll call vote.

Roll Call Vote: Goyke, Lauer, Wisniewski, Finn, Evans, Dellamaria, Weber – 7 ayes, 0 nays, 0 absent. Motion carried.

### **Executive Session**

Weber announced the Board would go into Executive Session and called for a motion to *ADJOURN TO EXECUTIVE SESSION IN ACCORDANCE WITH 5 ILCS 120/2(C)(21) DISCUSSION OF MINUTES OF MEETINGS LAWFULLY CLOSED UNDER THIS ACT FOR THE SEMI-ANNUAL REVIEW AND 5 ILCS 120/2(C)(1) THE APPOINTMENT, EMPLOYMENT, COMPENSATION, DISCIPLINE, PERFORMANCE, OR DISMISSAL OF SPECIFIC EMPLOYEES*. Moved by Goyke and seconded by Finn, action is expected upon return to open session. Weber called for a vote; meeting adjourned by unanimous voice vote at 7:26 PM

### **Return to Open Session**

Weber called the regular meeting back to order at 7:44 PM.

### **Roll Call:**

Members present:        President        Kristina Weber

Vice Pres	Maryann Dellamaria
Treasurer	Tara Finn
Secretary	Chris Evans
Trustee	Matt Goyke
Trustee	Paula Lauer
Trustee	Dan Wisniewski

Members absent: none

Others present: Executive Director Amy Dodson

### **New Business**

#### **Exhibit C.3 Report of Closed Session Minutes Review and destruction of audio recordings made prior to September 19, 2023**

President Weber called for a motion to *APPROVE THE REPORT OF THE CLOSED SESSION MINUTES REVIEW AND DESTRUCTION OF AUDIO RECORDINGS MADE PRIOR TO SEPTEMBER 19, 2023*. Moved by Goyke and seconded by Finn, no discussion ensued. Weber called for a roll call vote.

Roll Call Vote: Goyke, Lauer, Wisniewski, Finn, Evans, Dellamaria, Weber – 7 ayes, 0 nays, 0 absent. Motion carried.

Trustees briefly discussed volunteer positions for teens at the library. Executive Director Dodson said she would check with managers to determine if there is a need. There being no further business, Weber called for a motion to *ADJOURN*. Moved by Goyke and seconded by Wisniewski, the motion was approved by unanimous voice vote.

Meeting adjourned at 7:53 PM.

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Christine L. Evans, Secretary