

**Fox River Valley Public Library District
Board of Trustees Meeting
July 29, 2013**

**Dundee Library Meeting Room
500 Barrington Avenue
East Dundee, IL 60118**

Roll Call

Members present:	President	Marge Skold
	Vice Pres	Fred Lechuga
	Secretary	Richard Corbett
	Trustee	Brian Lindholm
	Trustee	Norman Raven
	Trustee	Denise Sommerlot

Members absent:	Treasurer	Mark Biewald
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Others present:	Director	Roxane Bennett Nancy Kendzior, Mary Provilonis, Jeanne Etling, Karin Nelson, Larry Pepper, Elizabeth Novak, Anne Nickerson, Mary Lynne Doherty, Kirsten Finneran
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The meeting was called to order at 7:04 PM by President Skold.

Public Comment

Anne Nickerson, Friends of the Library, reported that the Culvers book sale project continues successfully. She reported that future book donation drives will be held in August and October.

President's Report

President Skold asked Board members if they had any comments or concerns about the information regarding investments provided by Treasurer Biewald earlier this month. No concerns were voiced.

President Skold then reported that the annual audit of Board Minutes by Treasurer Biewald and Trustee Lindholm had been completed. Trustee Lindholm reported that they found everything to be in order.

Skold discussed the packets which she mailed to board members regarding future views of public libraries as well as the trends and possible scenarios for public libraries in the future. In

keeping with previous discussions about changes in the scope and purpose of the library, her hope was to have the Board engage in a visioning exercise. She distributed copies of a chart showing the characteristics of various categories of library service under each of four different scenarios: "Status Quo", "Living Room", "Electronic Library", and "Happening Place". A discussion was held in which each trustee indicated their preferred scenario in each service category. . It proved to be an enlightening experience. Trustees offered a variety of viewpoints with most preferring the characteristics of a "Happening Place" followed by "Living Room". "Status Quo" received the fewest votes. The results were turned over to the Director for use in future planning.

One other area discussed was providing free remote Wi-Fi services by participating in the Libraries Whitespace pilot project through the Gigabit Libraries Network. Director Bennett reported that she had researched the project and it does not appear to be a good fit for the needs of our community nor the priorities of the library at this time. She pointed out that there are a number of businesses in our area already offering free Wi-Fi hotspots to residents.

Director's Report

Director Bennett advised Board members that the new Organizational Chart will be deferred to the September meeting. She advised the Per Capita Grant requirements will be presented for discussion at the September meeting as well. They include: a review of Chapter 10 in the *Serving our Public 2.0* document and a SWOT analysis identifying strengths, weaknesses, threats and opportunities. The chapter is titled: "Marketing, Promotion, and Collaboration". October 15th is the deadline for applying for this annual grant.

Regarding the Roof project, Director Bennett reported that the leak is still not resolved, and approximately \$70,000 is being held pending satisfactory resolution. She detailed efforts by all parties to reach resolution – including systematic elimination of possible involvement of drainage, plumbing, and HVAC units. A number of fixes and patches have been applied by Anthony Roofing, only to have the leak recur during the next heavy rainfall. The infrequency of heavy rain events has sometimes meant several weeks between fixes. All communications are being documented in writing. The library's attorney is aware of the situation and Ajay Jain, our engineering consultant with HRGreen, continues to provide assistance and advice. The Director indicated that a final closing date is impossible to predict however, everyone involved is hoping for final settlement as soon as possible.

Director Bennett advised the Board that our library expects to participate in the American Library Association's national effort for libraries to provide information for patrons regarding the Affordable Care Act this fall when the new health care exchanges are rolled out. Participation may involve hosting programs by other organizations, distribution of materials, and providing access to online resources or health information portals. More information about the initiative will be coming from ALA and its partners.

Jeanne Etling was called on to discuss the statistics shown on the monthly dashboard along with graphs showing comparisons of this year's total circulation and visitor counts to that of prior years. Director Bennett noted that many other libraries are experiencing falling circulation, while FRVPLD's figures continue to rise every year. Etling will prepare graphs showing figures attributable to the Branch location vs the Dundee Library next month. Etling also shared a note from the FISH food pantry thanking FRVPLD for our recent donation resulting from the library's "Food for Fines" collection. More than \$4,000 worth of food and personal items were collected and donated to FISH.

Once again the question was raised regarding the possibility of more or different hours being offered at the Branch location. The Board was assured this issue is being constantly monitored. No change in hours is warranted at this time. It was noted that the Park District will be celebrating the one-year anniversary for the facility that houses the Branch, and the library will participate in this anniversary celebration.

Consent Agenda

It was moved by Vice President Lechuga and seconded by Trustee Sommerlot that the following items be included in the Consent Agenda:

- Exhibit A.1
 - A.1.a Minutes from June 10, 2013, Board of Trustees Meeting
 - A.1.b Accounts Payable & Payroll Deductions/Expense Checks for June, 2013, totaling \$259,328.77
 - A.1.c Revenue YTD
 - A.1.d Total Expenditures Summary YTD for District Combined
 - A.1.d.1 Expenditure Summary by Location Common
 - A.1.d.2 Expenditure Summary Dundee Library
 - A.1.d.3 Expenditure Summary Randall Oaks Branch
 - A.1.e Monetary Assets Report for June, 2013
 - A.1.f Disposal of Executive Session Audio Recordings up to and including January, 2012

Voice vote: 6 ayes, 0 nays. Motion carried.

It was moved by Trustee Lindholm and seconded by Vice President Lechuga that we approve the Consent Agenda as proposed.

Roll Call Vote: Vice President Lechuga – aye, Secretary Corbett – aye, Trustee Lindholm – aye, Trustee Sommerlot – aye, Trustee Raven – aye, President Skold – aye. 6 ayes, 0 nays. Motion carried.

Old Business

- Exhibit B.1 Final Working Budget Fiscal Year 2013-14

It was moved by Vice President Lechuga and seconded by Trustee Sommerlot that we approve the Final Working Budget for FY 2013-14. Grand total expenses are not to exceed \$3,506,500.

Discussion: Trustee Raven pointed out that in the Salaries category, an additional budgetary expense of \$240,000 was included to cover future staff additions. He felt that this amount should be set aside separately in order to track this particular expense. Director Bennett suggested that perhaps a good place to show and track this would be in the Contingent – Personnel Services category. The consensus of the Board was in favor of this change. Vice President Lechuga amended his original motion, seconded by Trustee Sommerlot, that we approve the Final Working Budget as presented with the exception of moving \$240,000 from the Salaries category into the Contingent – Personnel Services category.

Roll Call Vote: Vice President Lechuga – aye, Secretary Corbett – aye, Trustee Lindholm – aye, Trustee Sommerlot – aye, Trustee Raven – aye. President Skold – aye. 6 ayes, 0 nays. Motion carried.

New Business

Exhibit C.1 Ordinance 2013-06 Tentative Budget and Appropriation

Discussion only: Ordinance will be posted thirty days prior to and will be further addressed at the Public Hearing on September 9, 2013, at 7:00 PM preceding the regular Board meeting.

Exhibit C.2 Illinois Public Library Annual Report (IPLAR)

It was moved by Vice President Lechuga and seconded by Trustee Raven that we approve the Illinois Public Library Annual Report. Voice Vote: 6 ayes, 0 nays. Motion carried.

Exhibit C.3 Capital Asset Policy – First Reading

It was moved by Vice President Lechuga and seconded by Trustee Raven that we adopt the Capital Asset Policy. Voice Vote: 6 ayes, 0 nays. Motion carried.

Board Discussion

None

There being no further business to discuss, the meeting was adjourned at 8:47 PM by voice vote.



Richard V. Corbett - Secretary