

**Fox River Valley Public Library District
Board of Trustee Meeting
January 16, 2018**

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

MINUTES

The meeting was called to order by Secretary Phyllis Creighton at 7:01 PM. All present rose to recite the Pledge of Allegiance.

Roll Call

Members present: Treasurer Brian Lindholm
 Secretary Phyllis Creighton
 Trustee Nikki Kuhlman
 Trustee Mike Tennis

Members absent: President Richard V. Corbett
 Vice Pres Marge Skold
 Trustee Fred Lechuga

Others present: Director Roxane Bennett, Deputy Director Lauren Rosenthal, Jason Katsion,
 Jason Pinshower, Karin Nelson, Michael Lorenzetti, Elizabeth Forkan, Heather
 Zabski, Dee Hughes, Karen Werle

Creighton called for nominations for President Pro-Tem. It was moved by Creighton and seconded by
and Trustee Tennis to nominate ~~Treasurer Lindholm as President Pro-Tem.~~ *Trustee Kuhlman nominated Treasurer Lindholm*
seconed ~~Nomination approved by~~ *Lindholm elected*
unanimous roll call vote.

Public Comment

None

President's Report

Director Bennett presented staff recognition awards for years of service to the Fox River Valley Public Library District. Recognized were: Humberto Haro (10), Dee Hughes (20), and Karin Nelson (20).

Officer Reports

Vice President Skold - absent.

Secretary Creighton – no report.

Treasurer Lindholm noted that the presentation on investment strategies and cash flow has been postponed to the February Board meeting. Expenditures are tracking similar to past years, consistently under budget.

Trustee Liaison Reports

Trustee Lechuga – absent.

Trustee Kuhlman noted two policy actions on the Agenda; the Meeting Room Policy Update and an Ordinance adding mandated whistleblower protections to the Library's harassment policy.

Trustee Tennis recapped his attendance at the Village of West Dundee, Rutland Dundee Township FPD, Elgin Community College, Dundee Township and CUSD300 board meetings.

Director's Report

Bennett inquired whether there were any questions on her written report or any of the Department Reports. There being none, Deputy Director Rosenthal proceeded to update the Board on progress made under the 2017-2020 Strategic Plan. FRVPLD will host an open house on Saturday, February 17, 2018 to introduce the Library's new flexible programming space, Corner 68, to the community. The open house will run from 10 AM to 4 PM.

Consent Agenda

- Exhibit A.1** Items included in Consent Agenda
- A.1.a Minutes from the November 14, 2017 Tax Levy Hearing
 - A.1.b Minutes from the November 14, 2017 Board of Trustees Meeting
 - A.1.c Check/Voucher Register – AP & Payroll Complete for November 2017 totaling \$219,098.10 and December 2017 totaling \$215,225.51
 - A.1.d Monthly Financial Report for November 2017 and December 2017
 - A.1.e Revenue Summary – All Funds Combined – Budget v Actual Revenues for November 2017 and December 2017
 - A.1.f Revenue Summary – All Funds Combined by Period for November 2017 and December 2017
 - A.1.g Expenditure Summary – All Funds Combined – Budget v Actual Expenses for November 2017 and January 2017
 - A.1.h Expenditure Summary – All Funds Combined – Budget v Actual Expenses by Location for November 2017 and December 2017
 - A.1.i Expenditure Summary – All Funds Combined by Period for November 2017 and December 2017
 - A.1.j Balance Sheet for November 2017 and December 2017
 - A.1.k Ehlers Account Statement for November 2017 and December 2017

Lindholm inquired if Trustees wished any of the Consent Agenda items withdrawn for separate discussion. Tennis requested Exhibits A.1.d and A.1.j be removed for discussion.

Lindholm called for a motion to *APPROVE ITEMS A.1.A THROUGH A.1.C, and A.1.E THROUGH A.1.I, and A.1.K UNDER THE CONSENT AGENDA AS PRESENTED*. So moved by Tennis and seconded by Kuhlman.

Roll Call Vote: Kuhlman, Tennis, Lindholm, and Creighton – aye; Skold, Lechuga, and Corbett – absent. 4 ayes, 0 nays, 3 absent. Motion carried.

Lindholm called for a motion to *APPROVE ITEM A.1.D UNDER THE CONSENT AGENDA AS PRESENTED*. Moved by Kuhlman and seconded by Tennis.

Lindholm called for discussion on Item A.1.d. Tennis inquired about receipt of the Per Capita Grant funds due from the State. Rosenthal explained that the State's cash flow impacts the timing of grant fund disbursements; despite the delay this fiscal year, funds are still expected based upon the grant award letter received last spring. There being no further discussion, Lindholm called for a Roll Call vote.

Roll Call Vote: Kuhlman, Tennis, Lindholm, and Creighton – aye; Skold, Lechuga, and Corbett – absent. 4 ayes, 0 nays, 3 absent. Motion carried.

Lindholm called for a motion to *APPROVE ITEM A.1.J UNDER THE CONSENT AGENDA AS PRESENTED*. Moved by Kuhlman and seconded by Tennis.

Lindholm called for discussion on Item A.1.j. Tennis noted his request to withhold A.1.j was for the same reason he requested withholding Exhibit A.1.d, which was addressed previously. There being no further discussion, Lindholm called for a Roll Call vote.

Roll Call Vote: Kuhlman, Tennis, Lindholm, and Creighton – aye; Skold, Lechuga, and Corbett – absent. 4 ayes, 0 nays, 3 absent. Motion carried.

Unfinished Business

Exhibit B.1 Meeting Space Policy Update

Lindholm called for a motion to *APPROVE THE MEETING SPACE POLICY UPDATE*. Moved by Kuhlman and seconded by Tennis.

Lindholm asked for comments; Kuhlman noted Trustee input from the last Board meeting was incorporated and the update is clear. Lindholm inquired if there were further questions or comments. There being no further discussion, he called for a Roll Call vote.

Roll Call Vote: Kuhlman, Tennis, Lindholm, and Creighton – aye; Skold, Lechuga, and Corbett – absent. 4 ayes, 0 nays, 3 absent. Motion carried.

New Business

Exhibit C.1 Ordinance 2018-01 Confirming Previous Approval of a Policy Prohibiting Harassment, Discrimination, and Retaliation and Adding a Reference to Available Whistleblower Protections.

Lindholm called for a motion to *ADOPT ORDINANCE 2018-01 CONFIRMING PREVIOUS APPROVAL OF A POLICY PROHIBITING HARASSMENT, DISCRIMINATION, AND RETALIATION AND ADDING A REFERENCE TO AVAILABLE WHISTLEBLOWER PROTECTIONS*. Moved by Tennis and seconded by Kuhlman.

Lindholm opened the item for discussion. Bennett noted passage of the ordinance is mandated by recently passed statute. Lindholm asked if there were further questions or comments. Hearing none, he called for a roll call vote.

Roll Call Vote: Kuhlman, Tennis, Lindholm, and Creighton – aye; Skold, Lechuga, and Corbett – absent. 4 ayes, 0 nays, 3 absent. Motion carried.

Exhibit C.2 Ordinance 2017-08 Nonresident Cards

Lindholm called for a motion to *ADOPT ORDINANCE 2018-02 NONRESIDENT CARDS*. Moved by Kuhlman and seconded by Creighton.

Bennett explained the District is required by statute to pass this ordinance annually. It accommodates nonresident taxpayers in the District who wish to obtain a FRVPLD library card. Lindholm inquired if there were any further questions or comments. Hearing none, he called for a roll call vote.

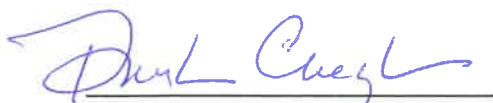
Roll Call Vote: Kuhlman, Tennis, Lindholm, and Creighton – aye; Skold, Lechuga, and Corbett – absent. 4 ayes, 0 nays, 3 absent. Motion carried

Board Discussion / Future Agenda Items

Fee agreements will be reviewed to optimize investment strategy. Discussion on documents pertaining to the Board of Trustees meeting ensued; options will be evaluated to ensure transparency and efficiency. Future meeting dates will be discussed to define some directives in the Strategic Plan.

Executive Session

Lindholm announced that due to Trustee absences the Executive Session planned for this evening will be postponed until the February meeting. No other business was discussed and Lindholm called for a motion to *ADJOURN*. Moved by Kuhlman and seconded by Tennis, the meeting was adjourned by unanimous voice vote at 8:16 PM.



Phyllis Creighton, Secretary