

**Fox River Valley Public Library District
Board of Trustee Meeting
March 19, 2019**

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

MINUTES

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

Roll Call

Members present:	President	Richard Corbett
	Vice President	Phyllis Creighton
	Treasurer	Brian Lindholm
	Secretary	Nikki Kuhlman
	Trustee	Fred Lechuga
	Trustee	Mike Tennis
	Trustee	Kristina Weber

Members absent: None

Others present: Director Roxane Bennett, Deputy Director Lauren Rosenthal, Jason Katsion, Heather Zabski, Karin Nelson, Michael Lorenzetti, Sean Plagge, Karen Werle

Public Comment

There was no public comment.

President's Report

Economic Interest Statements are expected to be emailed by Kane County at the end of the month. Corbett noted one vacancy will remain on the Board after the April Consolidated Election; effort will be made to field candidates prior to the May meeting and set interviews for after the new Board is seated. Corbett and Weber attended the Illinois Library Association (ILA) Trustee Forum Workshop in Oakbrook. Weber reported it covered a wide range of topics geared toward seamless operation and delivering high-quality library services. A Legislative update was also provided. Corbett noted Executive Director Roxane E. Bennett will be retiring in June after a 10 year career at Fox River Valley Public Library District (FRVPLD) that oversaw many significant improvements to the Library's operations. Central to those accomplishments, Corbett singled out development of outstanding staff that will assist in a smooth transition to new leadership. A press release will be issued to notify the public of Bennett's retirement. Bennett noted it has been an honor to serve as Executive Director for FRVPLD. Corbett announced there will be an Executive Session this evening.

Officer Reports

Vice President Creighton – no report

Secretary Kuhlman – no report

Treasurer Lindholm – Lindholm reported expenditures tracking very well and similar to previous years. The FY 1920 Working Budget will be previewed in April.

Trustee Liaison Reports

Trustee Lechuga; Facilities – no report

Trustee Tennis; Community Engagement – A written report on Tennis' attendance at recent Elgin Community College Finance Committee and Committee of the Whole meetings was distributed prior to the meeting; there was no discussion.

Trustee Weber; Bylaws and Policy – no report

Director's Report

Bennett noted the Library has received a donation to cover the cost of Summer Reading Challenge T-shirts for volunteers, staff, and Trustees.

Library Innovation of the Month

Adult and Teen Services Librarian Sean Plagge introduced the re-launch of FRVPLDs Homework Bound home delivery service. Patrons physically unable to come to the library can arrange to have materials from the traditional collection -books, DVDs, audiobooks, CDs and graphic novels- selected according to the patrons preferences and delivered to their home by volunteers who have undergone background checks.

Account Services and IT Network Manager Jason Katsion noted FRVPLD began offering online library card registration in February. Temporary cards are issued online giving immediate access to e-content and allow holds to be placed. When the patron visits the library to pick up hold requests, information is verified and a physical card is issued. Safeguards are in place to prevent duplicate registration.

Consent Agenda

Exhibit A.1

Items included in Consent Agenda

- A.1.a Minutes from the February 19, 2019 Board of Trustees Meeting
- A.1.b Check/Voucher Register – AP & Payroll Complete for December 2018 totaling \$241,549.61
- A.1.c Monthly Financial Report for February 2019
- 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 2019
- A.1.j Ehlers Account Statement for February 2019

Corbett inquired if Trustees wished any of the Consent Agenda items withdrawn for separate discussion. There being none, he called for a motion to *APPROVE EXHIBITS A.1.A THROUGH A.1.J AS PRESENTED*; moved by Kuhlman and seconded by Tennis. There was no discussion; Corbett called for a roll call vote.

Roll Call Vote: Weber, Tennis, Lechuga, Lindholm, Kuhlman, Creighton, Corbett – aye. 7 ayes, 0 nays, 0 absent. Motion carried.

Unfinished Business

There was no unfinished business.

New Business

There was no new business.

No other business was conducted and Corbett 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 OR LEGAL COUNSEL FOR THE PUBLIC BODY, INCLUDING HEARING TESTIMONY ON A COMPLAINT LODGED AGAINST AN EMPLOYEE OF THE PUBLIC BODY OR AGAINST LEGAL COUNSEL FOR THE PUBLIC BODY TO DETERMINE ITS VALIDITY; and 5 ILCS 120/2(C)(21) DISCUSSION OF MINUTES OF MEETINGS LAWFULLY CLOSED UNDER THIS ACT, WHETHER FOR PURPOSES OF APPROVAL BY THE BODY OF THE MINUTES OR SEMI-ANNUAL REVIEW OF THE MINUTES MANDATED BY SECTION 2.06 OF THE ACT*. There will be no action upon returning to open session. Moved by Creighton and seconded by Lindholm, the meeting was adjourned by unanimous voice vote at 7:42 PM.

Return to Open Session

The meeting was called to order by President Richard Corbett at 8:59 PM.

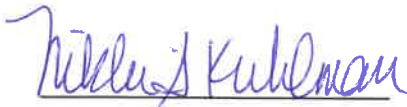
Roll Call

Members present: President Richard Corbett
 Vice President Phyllis Creighton
 Treasurer Brian Lindholm
 Secretary Nikki Kuhlman
 Trustee Fred Lechuga
 Trustee Mike Tennis
 Trustee Kristina Weber

Members absent: none

Others present: none

There was no further business conducted and Corbett called for a motion to *ADJOURN*. Moved by Lindholm and seconded by Creighton, meeting adjourned by unanimous voice vote at 9:00 PM.



Nikki Kuhlman, Secretary