

**Fox River Valley Public Library District
Board of Trustee Meeting
February 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, Keri Carroll, Heather Zabski, Karin Nelson, Michael Lorenzetti, Jasmin Munoz, Christine Evans, Karen Werle

Public Comment

There was no public comment.

President's Report

Corbett noted the presence of Christine Evans who has filed as a write-in candidate for a seat on the Board of Trustees in the April 2, 2019 consolidated election. One vacancy on the Board will remain after the election. Kane County will email information on the annual filing of Economic Interest Statements to all Trustees in March. Corbett asked Tennis to recap the ILA President's Day Legislative Meet-Up held in Buffalo Grove. Tennis reported that 18 state and 2 congressional representatives were in attendance. Library representatives and legislators shared stories about libraries and discussed areas of concern such as funding disparities. Corbett encouraged Trustees to attend the Illinois Library Association's Trustee Forum Workshop scheduled for March 16, 2019. In accordance with the Library's desire to be fully transparent, Board meeting documents are now available for view on the Library's website prior to the meeting.

Officer Reports

Vice President Creighton – no report

Secretary Kuhlman – no report

Treasurer Lindholm – no report

Trustee Liaison Reports

Trustee Lechuga; Facilities – no report

Trustee Tennis; Community Engagement – A written report on Tennis' attendance at a recent Park District Board meeting was distributed prior to the meeting; there was no discussion.

Trustee Weber; Bylaws and Policy – no report

Director's Report

Bennett noted the recent polar vortex caused emergency closure at both libraries during the time when the most hazardous weather conditions occurred. The snow removal budget is being monitored and the Library

anticipates having sufficient funds in that budget line to cover additional snowfall and the need for salting should it occur. 5 librarians recently completed 'The Courageous Follower' training geared toward the Library's long-term success and designed to encourage leading from within, raising questions and voicing concerns. The award-winning Library Book Cart Drill Team will be making another appearance in the March 9th St. Patrick's Day Parade.

Library Innovation of the Month

Adult and Teen Services Assistant Jasmin Munoz facilitates FRVPLDs Conversation Club, which meets every other Wednesday at 10:00 AM. English as a Second Language learners gather in a welcoming environment to practice their English language skills through casual conversation in everyday situations and on timely topics.

Strategic Plan, Dashboard, Department Head Reports

Bennett noted the Strategic Plan format has been streamlined for ease of review. The 6 month statistical comparison presented in the January Dashboard was well-received. Tennis inquired about the new registration process for Summer Reading; a savings of approximately \$3500 was realized. The OpenGov implementation process has begun.

Consent Agenda

Exhibit A.1 Items included in Consent Agenda

- A.1.a Minutes from the January 15, 2019 Board of Trustees Meeting
- A.1.b Minutes from the October 16, 2018 Executive Session
- A.1.c Minutes from the December 18, 2018 Executive Session
- A.1.d Check/Voucher Register – AP & Payroll Complete for December 2018 totaling \$249,014.21
- A.1.e Monthly Financial Report for January 2019
- A.1.f Revenue Summary – All Funds Combined – Budget v Actual Revenues
- A.1.g Revenue Summary – All Funds Combined by Period
- A.1.h Expenditure Summary – All Funds Combined – Budget v Actual Expenses
- A.1.i Expenditure Summary – All Funds Combined – Budget v Actual Expenses by Location
- A.1.j Expenditure Summary – All Funds Combined by Period
- A.1.k Balance Sheet for January 2019
- A.1.l Ehlers Account Statement for January 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.L AS PRESENTED*; moved by Tennis and seconded by Creighton. 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

Exhibit C.1 Director's Employment Agreement Renewal

Corbett called for a motion to *APPROVE RENEWAL OF THE DIRECTOR'S EMPLOYMENT AGREEMENT EFFECTIVE FEBRUARY 1, 2019 AT A SALARY OF \$ 121,500.00*. Moved by Kuhlman, seconded by Tennis. There was no further discussion.

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

No other business was conducted and Corbett called for a motion to *ADJOURN*. Moved by Lindholm and seconded by Creighton the meeting was adjourned by unanimous voice vote at 7:32PM.



Nikki Kuhlman, Secretary