

**Fox River Valley Public Library District  
Board of Trustee Meeting  
September 15, 2020**

**MINUTES**

President Corbett read the following statement into the meeting:

*This meeting of the Fox River Valley Public Library District Board of Trustees will be held without a quorum of Trustees physically present but is authorized by the Governor of Illinois pursuant to Covid-19 Executive Order #5 dated March 16, 2020, as well as the Governor's Emergency Administrative Act dated June 12, 2020. As Board President I have determined an in-person meeting is not prudent at this time due to the corona virus pandemic that the Governor has declared an emergency. A verbatim recording of this meeting will be made available to the public. In addition, Library Director Lauren Rosenthal is physically present at the Library for this meeting.*

Corbett then polled all in attendance to ensure they could clearly hear the proceedings, and read the following previously posted notice into the Minutes:

**PUBLIC NOTICE**

*Due to current public health concerns and extension of the Governor's stay-at-home mandate by Executive Order 2020-33, this meeting is being conducted electronically. Anyone wishing to observe and/or comment must email [LibraryBoard@frvpld.info](mailto:LibraryBoard@frvpld.info) no later than 12 pm on Tuesday, September 15, and will receive online access to the meeting. If you do not have electronic access and would like to make a public statement you can call the library at 847-428-3661 before 5 pm on Tuesday, September 15 and leave a message, indicating that you would like your message to be read into the record during the "Public Comment" section of the meeting. A recording of this meeting will be available on the library's website by Friday, September 25.*

The meeting was called to order by President Richard Corbett at 7:01 PM. All present rose to recite the Pledge of Allegiance.

**Roll Call**

Members present electronically:	President	Richard Corbett
	Vice Pres	Kristina Weber
	Treasurer	Brian Lindholm
	Secretary	Nikki Kuhlman
	Trustee	Mike Tennis
	Trustee	Chris Evans

Members absent:	Trustee	Dave Nutt
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Others present electronically: Director Lauren Rosenthal, Assistant Director Heather Zabski, Kirstin Finneran, Brittany Berger, Monica Boyer, Keri Carroll, Jason Katsion, John Sabala, Karin Nelson, Michael Lorenzetti, Judy Whichard, Karen Werle

**Adjourn to Budget and Appropriation Hearing**

Corbett called for a motion to *ADJOURN TO THE BUDGET AND APPROPRIATION HEARING*. Moved by Lindholm and seconded by Tennis; Corbett called for a roll call vote.

Roll Call Vote: Evans, Tennis, Lindholm, Kuhlman, Weber, Corbett – aye; Nutt – absent. 6 ayes, 0 nays, 1 absent; motion carried. Meeting adjourned at 7:06 PM.

## Return to Regular Board of Trustees Meeting

The Board of Trustees meeting was reconvened by President Corbett at 7:10 PM.

### Roll Call

Members present electronically:	President	Richard Corbett
	Vice Pres	Kristina Weber
	Treasurer	Brian Lindholm
	Secretary	Nikki Kuhlman
	Trustee	Mike Tennis
	Trustee	Chris Evans

Members absent:	Trustee	Dave Nutt
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Others present: Director Lauren Rosenthal, Assistant Director Heather Zabski, Kirstin Finneran, Brittany Berger, Monica Boyer, Keri Carroll, Jason Katsion, John Sabala, Karin Nelson, Michael Lorenzetti, Judy Whichard, Karen Werle

### Public Comment

Corbett inquired if there were any virtual participants wishing to comment, or if any telephone or email messages had been received. Rosenthal reported there were none.

### President's Report

Corbett reported there are four Trustee seats up for election at the April 6, 2021 Consolidated Election. Three are for 4 year terms and one for a 2 year term that completes the term remaining from a Trustee appointment in 2019. Notice of the election was published in FRVPLDs newsletter and sent to every residential address in the District, in the eNews sent to about 10,000 cardholders, and in a press release soon to be published.

### Director's Report

#### Binge Box Presentation

Account Services Manager Keri Carroll introduced a new item in FRVPLDs catalog, the 'Binge Box'. Each box contains 4 to 6 DVDs with a specific theme. Although commercially produced, FRVPLD managers initiated a contest among staff members for creative DVD suggestions to curate as Binge Boxes. Together with the cataloging expertise of Purchasing and Tech Services Manager Karin Nelson and the marketing and design skill of Public Relations Manager Kirstin Finneran, Binge Boxes are now available to patrons in several different genres, ensuring their appeal to all age groups.

#### Department Reports and Dashboard

Rosenthal noted the Per Capita Grant was received. She noted an agreement in principle has been reached with the Dundee Township Park District to extend the lease at the Randall Oaks Library through 2027. Terms of the lease extension are being discussed. Several Trustees commented on the Library history Rosenthal included in her report, in part noting there had been no tax rate increase approved by referendum since the Library's inception 150 years ago. Corbett pointed out FRVPLD had served over 12,000 summer meals to patrons in the district. Rosenthal thanked staff, in particular Public Relations Manager Kirstin Finneran, HR Specialist Sherry Kenney, and Ruben Carcamo for their dedication to travel even on the hottest days of summer to district areas that were in need, yet had no transportation to the Library. Rosenthal announced the Kane County Board has determined library districts are eligible for reimbursement through the CARES Act. Current and future expenses necessary for the safe re-opening and operation of FRVPLD are eligible for reimbursement. She commended Business Office Specialist Mary Povilonis and Purchasing and Tech Services Manager Karin Nelson for compiling the necessary records to submit with FRVPLDs applications for reimbursement.

## Consent Agenda

### Exhibit A.1 Items included in Consent Agenda

- A.1.a Minutes from the August 18, 2020 Board of Trustees Meeting
- A.1.b Check/Voucher Register – AP & Payroll Complete for August 2020 totaling \$247,217.48
- A.1.c Monthly Financial Report for August 2020
- 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 August 2020
- A.1.j Ehlers Account Statement for August 2020

Corbett inquired if there were any items Trustees would like removed for further discussion. Hearing none, he called for a motion to *APPROVE CONSENT AGENDA ITEMS A.1.A THROUGH A.1.J. AS PRESENTED*. Moved by Tennis and seconded by Lindholm, Corbett called for a roll call vote.

Roll Call Vote: Evans, Tennis, Lindholm, Kuhlman, Weber, Corbett – aye; Nutt – absent. 6 ayes, 0 nays, 1 absent. Motion carried.

### Unfinished Business

There was no Unfinished Business.

### New Business

#### Exhibit C.1 Ordinance 2020-07 Budget and Appropriation Ordinance

Corbett called for a motion to *ADOPT ORDINANCE 2020-07 BUDGET AND APPROPRIATION AS PRESENTED WITH A TOTAL APPROPRIATION OF \$7,472,990.00 FOR FISCAL YEAR 2020-2021*. Moved by Weber and seconded by Evans, item opened for discussion. Notice of the Hearing and the Ordinance were displayed at the Dundee Library and posted to the Public Notices webpage.

Tennis inquired about the amount of funds set aside for improvements at Dundee Library given the age of the building. Rosenthal advised architects have reported the overall integrity of the building is sound. It was noted amounts listed in this Ordinance do not commit the Library to spend them in their entirety, but ensures their availability should the need arise. There being no further discussion, Corbett called for a roll call vote.

Roll Call Vote: Evans, Lindholm, Kuhlman, Weber, Corbett – aye; Tennis – nay; Nutt - absent. 5 ayes, 1 nay, 1 absent. Motion carried.

#### Exhibit C.2 Election Day Holiday

Corbett called for a motion to *CLOSE THE LIBRARY ON NOVEMBER 3, 2020 IN ACCORDANCE WITH PUBLIC ACT 101-0642 AND PROVIDE HOLIDAY PAY TO BENEFITTED STAFF*. Moved by Weber and seconded by Evans, Corbett opened the item for discussion. Rosenthal explained Public Act 101-0642 requires “government offices” be closed on election day 2020, but the Legislature’s intent has been challenged in court. In an effort to clarify the Legislature’s intent as to which government offices must close, a lawsuit was filed against the State Board of Election by the Illinois Municipal League and a decision is expected on October 15, 2020. If the lawsuit determines that the Legislature’s intent was to extend the existing state employees holiday only to schools and state universities, the Library will not need to close. Since the timing of the outcome of this lawsuit is expected after the October Board Meeting Agenda is set, Rosenthal proposed an alternate motion, to *CLOSE THE LIBRARY ON NOVEMBER 3, 2020 IN ACCORDANCE WITH PUBLIC ACT 101-0642 AND PROVIDE HOLIDAY PAY TO BENEFITTED STAFF, UNLESS THE CASE FILED IN SANGAMON COUNTY; ILLINOIS MUNICIPAL LEAGUE V STATE BOARD OF ELECTIONS; DETERMINES LOCAL GOVERNMENTS DO NOT NEED TO CLOSE*. Moved by Tennis and seconded by

Weber, Rosenthal noted the alternate motion allows FRVPLD to act in accordance with the outcome of the lawsuit.

There was no further discussion, Corbett called for a roll call vote on the amended motion.

Roll Call Vote: Evans, Tennis, Lindholm, Kuhlman, Weber, Corbett – aye. 6 ayes, 0 nays, 1 absent. Motion carried.

**Exhibit C.3 Property Donation – Photo Reproductions**

Corbett called for a motion to *DONATE THREE MOUNTED PHOTO REPRODUCTIONS OF HISTORIC WEST DUNDEE AND CARPENTERSVILLE TO THE VILLAGE OF CARPENTERSVILLE*. Moved by Weber and seconded by Evans, item opened for discussion. Rosenthal noted the Dundee Library did not have the space to accommodate three very large photo reproductions that have been on loan to the Village of Carpentersville. In a mutually beneficial agreement it was determined to gift these reproductions to Carpentersville, having displayed them in their Public Works Building for several years .

There was no further discussion; Corbett called for a roll call vote.

Roll Call Vote: Evans, Tennis, Lindholm, Kuhlman, Weber, Corbett – aye; Nutt - absent. 6 ayes, 0 nays, 1 absent. Motion carried.

**Exhibit C.4 Report of the Closed Session Minutes Review and Destruction of Audio Recordings made prior to March 15, 2019**

Corbett called for a motion to *APPROVE THE REPORT OF THE CLOSED SESSION MINUTES REVIEW AND DESTRUCTION OF ALL AUDIO RECORDINGS MADE PRIOR TO MARCH 15, 2019*. Moved by Tennis and seconded by Weber, item opened for discussion that centered on the next date for review of the closed Minutes.

There was no further discussion; Corbett called for a roll call vote.

Roll Call Vote: Evans, Tennis, Lindholm, Kuhlman, Weber, Corbett – aye; Nutt - absent. 6 ayes, 0 nays, 1 absent. Motion carried.

Corbett announced there would be no Executive Session this evening, and called for a motion to *ADJOURN*. Moved by Tennis and seconded by Kuhlman, he called for a roll call vote.

Roll Call Vote: Evans, Tennis, Lindholm, Kuhlman, Weber, Corbett – aye; Nutt - absent. 6 ayes, 0 nays, 1 absent. Motion carried. Meeting adjourned at 8:15 PM.

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Nikki S. Kuhlman, Secretary