

**Fox River Valley Public Library District
Board of Trustee Meeting
March 16, 2021**

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 and subsequent re-issues, 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 a disaster. I have also determined that it is not feasible, due to the disaster and the disaster declaration, to have a Library Trustee, the Library Director, or the Library's Attorney present at the Library. A verbatim recording of this meeting will be made available to the public.

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 and subsequent re-issues, this meeting is being conducted electronically. Anyone wishing to observe and/or comment must email LibraryBoard@frvpld.info no later than 12 pm on Tuesday, March 16 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, March 16 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, March 26.

The meeting was called to order by President Richard Corbett at 7:04 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
	Trustee	Dave Nutt (arrived 7:07 PM)

Members absent: none

Others present electronically: Director Roxane Bennett, Assistant Director Heather Zabski, Kirstin Finneran, Keri Carroll, Jason Katsion, Monica Boyer, Karin Nelson, John Sabala, Brittany Berger, Michael Lorenzetti, Matt Goyke, Maryann Dellamaria, Karen Werle

Public Comment

Corbett inquired if there were any virtual participants wishing to comment, noting each speaker would be allowed five minutes; or if any telephone or email messages had been received. Bennett reported there were none.

President's Report

Corbett welcomed Matt Goyke and Maryann Dellamaria to the meeting. Both are write-in candidates for Library Trustee in the April 6, 2021 Consolidated Election. Corbett thanked them for their desire to serve the community. Economic Interests Statements (EIS) will be emailed to current Board members soon; filing is due May 1st. Successful write-in candidates will file their EIS directly with Kane County, along with other required documents within 5 business days after the vote canvass is completed.

Director's Report

Bennett outlined content found in the Director and Department Head Reports, and Dashboard. She reported on the status of the book drop replacement at Randall Oaks Library which is being handled by the Dundee Township Park District. The library received the second and final disbursement of 2020 Cares Act Grant funds from Kane County in February. Bennett mentioned that funds were earmarked specifically for libraries in the recently passed American Rescue Plan Act of 2021. She expressed hope that another round of grants will result to offset the library's purchase of special air filters for staff work spaces and other items needed as we reopen with safety in mind.

Department Head Reports and Dashboard

Weber commented on the creativity of programs and materials offered to patrons, and the Dashboard statistics pointing to the Library's recovery after a challenging time. Home delivery requests remain strong.

Consent Agenda

Exhibit A.1 Items included in Consent Agenda

- A.1.a Minutes from the February 16, 2021 Board of Trustees Meeting
- A.1.b Check/Voucher Register – AP & Payroll Complete for February 2021 totaling \$250,919.67
- A.1.c Monthly Financial Report for February 2021
- 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 2021
- A.1.j Ehlers Account Statement for February 2021

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

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

Unfinished Business

Exhibit B.1 Director Search – Brochure and Promotional Expenses

Corbett called for a motion to *APPROVE THE DIRECTOR SEARCH BROCHURE AS PRESENTED AND TO AUTHORIZE PROMOTIONAL EXPENDITURES ASSOCIATED WITH THE SEARCH UP TO A MAXIMUM OF \$2,500*. Moved by Lindholm and seconded by Kuhlman, item opened for discussion.

Vice President Weber noted edits made to the search brochure based on Trustee feedback. Discussion ensued on the target area for the search. A couple typographical edits will be made to the draft brochure, and posting on the library's website is expected before week's end. Advertising will follow once the brochure is live.

There being no further discussion, Corbett called for a roll call vote.

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

New Business

There was no new business.

Adjournment

There being no further business to discuss, Corbett called for a motion to ADJOURN. Moved by Weber and seconded by Evans, Corbett called for a roll call vote.

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

Meeting adjourned at 7:57 PM.

Nikki S. Kuhlman, Secretary