

**Fox River Valley Public Library District
Board of Trustees Meeting
November 15, 2022**

MINUTES

Call to Order

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

Roll Call

| | | |
|------------------|-----------|--------------------|
| Members present: | President | Kristina Weber |
| | Vice Pres | Richard Corbett |
| | Secretary | Chris Evans |
| | Treasurer | Tara Finn |
| | Trustee | Matthew Goyke |
| | Trustee | Maryann Dellamaria |
| | Trustee | Paula Lauer |

Members absent: none

Others present: Executive Director Amy Dodson, Deputy Director Heather Zabski, Sumitra Potharazu, Jason Katsion, Kirstin Finneran, Michael Lorenzetti, Sherry Kenny, Brittany Berger, Keri Carroll, John Sabala, Karin Nelson, Ann Scales, Karen Werle

Public Comment

There was no public comment.

President's Report

December 20, 2022 Board Meeting

Weber inquired if Trustees wished to meet in December; it was agreed there would be no pressing business to conduct. The December 20, 2022 Board of Trustees meeting was canceled.

Director's Report

Director Dodson highlighted current Library events and gave a note of thanks to Treasurer Finn for her donation of two wheel chairs to the Dundee Library.

Annual Comprehensive Financial Report Presentation

Ann Scales of Lauterbach and Amen reviewed the FY2122 Audit, noting FRVPLD received the best opinion available regarding financial reporting, and it's internal controls are sound.

Per Capita Grant Requirement

Chapters in Serving Our Public 4.0 were reviewed for Trustees, outlining the standards set for public libraries to achieve, maintain, and exceed the service and safety expectations of the community.

Department Reports and Dashboard

Public Relations Manager Kirstin Finneran gave a presentation on the evolution of the new fox wood sculpture from start to finish. The sculpture was a donation from the former Friends of the Library organization.

Consent Agenda

Exhibit A.1 Items included in Consent Agenda

A.1.a Minutes from the October 18, 2022 Board of Trustees Meeting

**A.1.b Check/Voucher Register – AP & Payroll Complete for October 2022 totaling
\$312,071.99**

- A.1.c Monthly Financial Report for October 2022**
- 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 October 2022**
- A.1.j Ehlers Investment Inventory for October 2022**

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

Roll Call Vote: Goyke, Dellamaria, Lauer, Finn, Evans, Corbett, Weber – 7 ayes, 0 nays, 0 absent. Motion carried.

Unfinished Business – none

New Business

C.1 Ordinance 2022-10 Tax Levy

Weber called for a motion to *ADOPT ORDINANCE 2022-10 LEVYING TAXES IN THE AMOUNT OF \$3,945,200 FOR FISCAL YEAR 2022-2023*. Moved by Corbett and seconded by Dellamaria, item opened for discussion. It was noted the Levy had been discussed as earlier financial ordinances were adopted. There being no further discussion, Weber called for a roll call vote.

Roll Call Vote: Goyke, Dellamaria, Lauer, Finn, Evans, Corbett, Weber – aye. 7 ayes, 0 nays, 0 absent. Motion carried.

C.2 Ordinance 2022-11 Amending Library Holiday Closings for 2022

Weber called for a motion to *ADOPT ORDINANCE 2022-11 AMENDING LIBRARY HOLIDAY CLOSINGS FOR 2022*. Moved by Finn and seconded by Dellamaria, item opened for discussion. Weber noted the amendment adds a 5 PM closing on Wednesday before Thanksgiving. Weber then called for a roll call vote.

Roll Call Vote: Goyke, Dellamaria, Lauer, Finn, Evans, Corbett, Weber – aye. 7 ayes, 0 nays, 0 absent. Motion carried.

C.3 Ordinance 2022-12 Library Holiday Closings for 2023

Weber called for a motion to *ADOPT ORDINANCE 2022-12 LIBRARY HOLIDAY CLOSINGS FOR 2023*. Moved by Corbett and seconded by Finn, item opened for discussion. Dodson noted library holidays align with federal and state holidays, and contains a 5 PM close on the Wednesday prior to Thanksgiving. Weber called for a roll call vote.

Roll Call Vote: Goyke, Dellamaria, Lauer, Finn, Evans, Corbett, Weber – aye. 7 ayes, 0 nays, 0 absent. Motion carried.

C.4 Annual Treasurer's Report

Weber called for a motion to *APPROVE THE ANNUAL TREASURER'S REPORT*. Moved by Goyke and seconded by Dellamaria, item opened for discussion. The report covers receipts and expenditures for the recently concluded fiscal year, and breaks down expenditures into categories by total amount paid. There was no further discussion, Weber called for a roll call vote.

Roll Call Vote: Goyke, Dellamaria, Lauer, Finn, Evans, Corbett, Weber – aye. 7 ayes, 0 nays, 0 absent. Motion carried.

C.5 Plumbing Upgrades – A&T Plumbing Inc. & Son

Weber called for a motion to *ALLOW THE DIRECTOR TO ENTER INTO AN AGREEMENT WITH A&T PLUMBING INC. & SON TO INSTALL PLUMBING UPGRADES AT DUNDEE LIBRARY IN AN AMOUNT NOT TO EXCEED \$22,000.00.* Moved by Corbett and seconded by Finn, item opened for discussion. Corbett inquired about postponing the action until January in order to obtain additional proposals. There being no further discussion, Weber called for a roll call vote on the motion on the floor.

Roll Call Vote: Goyke, Dellamaria, Lauer, Finn, Evans, Corbett, Weber – nay. 0 ayes, 7 nays, 0 absent. Motion failed.

Weber then called for a motion to *TABLE PLUMBING UPGRADES DISCUSSION UNTIL JANUARY 2023;* moved by Dellamaria and seconded by Goyke. There was no further discussion; Weber called for a roll call vote.

Roll Call Vote: Goyke, Dellamaria, Lauer, Finn, Evans, Corbett, Weber – aye. 7 ayes, 0 nays, 0 absent. Motion carried.

C.6 Accept Annual Comprehensive Financial Report (ACFR)

Weber called for a motion to *ACCEPT THE ANNUAL COMPREHENSIVE FINANCIAL REPORT (ACFR) FOR FISCAL YEAR 2021-2022.* Moved by Finn and seconded by Goyke, item opened for discussion. FRVPLD has received its highest rating for financial acumen and transparency. There being no further discussion, Weber called for a roll call vote.

Roll Call Vote: Goyke, Dellamaria, Lauer, Finn, Evans, Corbett, Weber – aye. 7 ayes, 0 nays, 0 absent. Motion carried.

C.7 Per Capita Grant Application – discussion only

Trustees noted the informative presentation earlier in the meeting. There was no further discussion.

C.8 Memo of Understanding Extension and Intergovernmental Agreement with D300 and Algonquin Area and Ella Johnson Public Library Districts

Weber called for a motion to *ENTER INTO AN INTERGOVERNMENTAL AGREEMENT WITH THE ALGONQUIN AREA AND ELLA JOHNSON PUBLIC LIBRARY DISTRICTS TO EXTEND THE D300 COMMUNITY SHARE E-BOOK PROJECT.* Moved by Dellamaria and seconded by Finn, item opened for discussion. There was discussion on contribution percentages for future agreements. There was no further discussion, Weber called for a roll call vote.

Roll Call Vote: Goyke, Dellamaria, Lauer, Finn, Evans, Corbett, Weber – aye. 7 ayes, 0 nays, 0 absent. Motion carried.

C.9 Appoint Deputy Clerks to Receive Trustee Nominating Petitions

Weber called for a motion to *APPOINT DEPUTY DIRECTOR HEATHER ZABSKI AND EXECUTIVE ASSISTANT KAREN WERLE AS DEPUTY CLERKS TO ACCEPT TRUSTEE NOMINATING PETITIONS FOR THE OFFICE OF LIBRARY TRUSTEE.* Moved by Corbett and seconded by Goyke, item opened for discussion. The Board appoints deputy clerks to accept petitions during the filing period in December. Weber called for a roll call vote.

Roll Call Vote: Goyke, Dellamaria, Lauer, Finn, Evans, Corbett, Weber – aye. 7 ayes, 0 nays, 0 absent. Motion carried.

Adjournment

No further business was discussed, Weber called for a motion to *ADJOURN.* Moved by Finn and seconded by Goyke, meeting adjourned by unanimous voice vote at 8:35 PM