

**Fox River Valley Public Library District  
Board of Trustees Meeting  
January 17, 2023**

**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; attending electronically
	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, Brittany Berger, John Sabala, Mark Castelvechi, Karen Werle

**Public Comment**

There was no public comment.

**President's Report**

There was no report.

**Director's Report**

Executive Director Dodson recapped the November and December events at the library, noting the addition of Dundee Library's street address on the new electronic sign. A recap of meetings with the communities served by FRVPLD will be forthcoming in February.

Department Reports and Dashboard

Activities and statistics for November and December were provided; there were no questions or comments.

**Consent Agenda**

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

- A.1.a Minutes from November 15, 2022 Board of Trustees Meeting**
- A.1.b Minutes from December 28, 2022 Emergency Board Meeting**
- A.1.c Check Voucher Register for November 2022**
- A.1.d Check Voucher Register for December 2022**
- A.1.e Monthly Financial Report for November 2022**
- A.1.f Monthly Financial Report for December 2022**
- A.1.g Revenue Summary – All Funds Combined – Budget v Actual Revenues for November 2022**
- A.1.h Revenue Summary – All Funds Combined – Budget v Actual Revenues for December 2022**
- A.1.i Revenue Summary – All Funds Combined by Period for November and December**

- A.1.j Expenditure Summary – All Funds Combined – Budget v Actual Expenses for November 2022**
- A.1.k Expenditure Summary – All Funds Combined – Budget v Actual Expenses for December 2022**
- A.1.l Expenditure Summary – All Funds Combined – Budget v Actual Expenses by Location for November 2022**
- A.1.m Expenditure Summary – All Funds Combined – Budget v Actual Expenses by Location for December 2022**
- A.1.n Expenditure Summary – All Funds Combined by Period for November and December**
- A.1.o Balance Sheet for November 2022**
- A.1.p Balance Sheet for December 2022**
- A.1.q Ehlers Investment Inventory for November and December**

Weber inquired if there were any items Trustees would like removed for further discussion. Vice President Corbett requested exhibit A.1.F be withheld. Weber then called for a motion to *APPROVE CONSENT AGENDA ITEMS A.1.A THROUGH A.1.E AND A.1.G THROUGH A.1.Q AS PRESENTED*. Moved by Corbett and seconded by Finn, 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.

Weber then called for a motion to *APPROVE CONSENT AGENDA ITEM A.1.F AS PRESENTED*. Moved by Finn and seconded by Dellamaria, item opened for discussion. Corbett inquired as to the nature of revenues in the Tax Increment budget line. Deputy Director Zabski explained it was tax revenues due the Library, collected by West Dundee from a tax increment financing zone recently closed. There were no further questions; 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.

### **Unfinished Business**

#### **B.1 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 Goyke and seconded by Dellamaria, item opened for discussion. Dodson noted this motion was first presented in November and tabled in order to solicit additional proposals, and Facilities Manager Michael Lorenzetti launched a formal Request for Proposals. Although two inquiries were addressed, no proposals were forthcoming. 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.

### **New Business**

#### **C.1 Ordinance 2023-01 Nonresident Cards**

Weber called for a motion to *ADOPT ORDINANCE 2023-01 NONRESIDENT CARDS*. Moved by Corbett and seconded by Finn, item opened for discussion. Dodson reported this ordinance is routine and required for regional library system membership. 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.2 Minimum Wage Requirement – Update Salary Scale**

Weber called for a motion to *APPROVE THE UPDATED SALARY SCALE AS PRESENTED*. Moved by Finn and seconded by Dellamaria, item opened for discussion. Dodson explained salary adjustments are necessary to meet the requirements of Illinois' minimum wage law. 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.3 Fiscal Policy Review and Updates**

Weber called for a motion to *ADOPT THE FISCAL POLICY AS PRESENTED*. Moved by Finn and seconded by Goyke, item opened for discussion. Dodson noted the library's fiscal policy was due for review. Finance Manager Sumitra Potharazu updated the policy to current standards. Trustees commented on the high caliber of the document. 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 Corbett and seconded by Goyke, 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.

Meeting adjourned at 7:20 PM.

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Christine L. Evans, Secretary