

**Fox River Valley Public Library District
Board of Trustee Meeting
September 21, 2021**

MINUTES

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
	Treasurer	Dave Nutt
	Secretary	Christine Evans
	Trustee	Matt Goyke
	Trustee	Maryann Dellamaria
	Trustee	Tara Finn

Members absent: none

Others present: Executive Director Amy Dodson, Assistant Director Heather Zabski, Jason Katsion, Brittany Berger, Karin Nelson, Sherry Kenney, Keri Carroll, Monica Boyer, Michael Lorenzetti, John Sabala, Kirstin Finneran, Mike Tennis, Karen Werle

Adjourn to Budget and Appropriation Hearing

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

Roll Call Vote: Goyke, Dellamaria, Finn, Nutt, Evans, Corbett, Weber – aye. 7 ayes, 0 nays, 0 absent. Motion carried; meeting adjourned at 7:01 PM

Return to Regular Board of Trustees Meeting

The Board of Trustees meeting was reconvened by President Weber at 7:07 PM.

Roll Call

Members present:	President	Kristina Weber
	Vice Pres	Richard Corbett
	Treasurer	Dave Nutt
	Secretary	Christine Evans
	Trustee	Matt Goyke
	Trustee	Maryann Dellamaria
	Trustee	Tara Finn

Members absent: none

Others present: Executive Director Amy Dodson, Assistant Director Heather Zabski, Jason Katsion, Brittany Berger, Karin Nelson, Sherry Kenney, Keri Carroll, Monica Boyer, Michael Lorenzetti, John Sabala, Kirstin Finneran, Mike Tennis, Karen Werle

Public Comment

Weber read the following statement into the Minutes:

The Board, recognizing its responsibilities to conduct business in an orderly and efficient manner, asks

that anyone wishing to address the Board sign in on the Public Comment sheet prior to the start of the meeting by name, town, and organization (if applicable). Each speaker will be allowed five minutes.

Weber inquired if there were any individuals wishing to address the Board. Mike Tennis of Sleepy Hollow noted the Illinois Public Library Annual Report (IPLAR) on the agenda and commented on budgeted elevator expense and his comparison of the Working Budget with the IPLAR report.

President's Report

Trustee Goyke, Facilities liaison, reported on a recent meeting that addressed ongoing roof issues. A second meeting to determine the path forward and take steps to resolve the matter has been set. The roof is currently under warranty.

Director's Report

Dodson expressed excitement over the opportunities before her as the new Executive Director of Fox River Valley Public Library District. Some position changes have been made and are well-received by managers and staff. A diversity audit is being conducted to ensure FRVPLD is diverse in all areas.

Illinois Public Library Annual Report

Assistant Director Zabski presented a statistical overview of the achievements and operations of FRVPLD from FY1617 through FY2021. The pandemic has affected public service statistics negatively for a second year with closures and limited occupancy, however the safety protocols worked well in keeping patrons and staff safe.

Per Capita Grant Requirement

Zabski outlined the criteria for the Board and staff to complete in order to be eligible to apply for funding available under the Per Capita Grant. Under Illinois law, a grant allocation of up to \$1.475 per resident is available to public libraries that comply with the criteria each year and submit an application on or before the filing deadline. Last fiscal year FRVPLD received \$102,273.55.

Summer Reading Challenge Wrap-up

Youth Services Manager Monica Boyer and Randall Oaks Manager Brittany Berger noted an increased participation rate of 66% for all age groups this year, partially due to FRVPLD's closure in the month of June, 2020. Similarly, all groups had significantly more finishers in 2021, up 167% from last year and returning to pre-pandemic completion rates.

Department Reports and Dashboard

Weber inquired if there were any questions or comments on the Department Reports or Dashboard; conversation ensued on patron interest in hot spot checkouts. A portion of hot spots will likely be deactivated at the end of the year.

Consent Agenda

Exhibit A.1 Items included in Consent Agenda

- A.1.a Minutes from the August 3, 2021 Board of Trustees Meeting
- A.1.b Check/Voucher Register – AP & Payroll Complete for July 2021 totaling \$413,291.08
- A.1.c Check/Voucher Register – AP & Payroll Complete for August 2021 totaling \$245,716.17
- A.1.d Monthly Financial Report for July 2021
- A.1.e Monthly Financial Report for August 2021
- A.1.f Revenue Summary – All Funds Combined – Budget v Actual Revenues for July 2021
- A.1.g Revenue Summary – All Funds Combined – Budget v Actual Revenues for August 2021
- A.1.h Revenue Summary – All Funds Combined by Period
- A.1.i Expenditure Summary – All Funds Combined – Budget v Actual Expenses for July 2021

- A.1.j Expenditure Summary – All Funds Combined – Budget v Actual Expenses for August 2021
- A.1.k Expenditure Summary – All Funds Combined – Budget v Actual Expenses by Location for July 2021
- A.1.l Expenditure Summary – All Funds Combined – Budget v Actual Expenses by Location for August 2021
- A.1.m Expenditure Summary – All Funds Combined by Period
- A.1.n Balance Sheet for July 2021
- A.1.o Balance Sheet for August 2021
- A.1.p Ehlers Investment Inventory for July and August 2021

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.P. AS PRESENTED*. Moved by Corbett and seconded by Nutt, Weber called for a roll call vote.

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

Unfinished Business

There was no Unfinished Business.

New Business

Exhibit C.1 Ordinance 2021-14 Budget and Appropriation Ordinance

Corbett called for a motion to *ADOPT ORDINANCE 2021-14 BUDGET AND APPROPRIATION AS PRESENTED WITH A TOTAL APPROPRIATION OF \$6,119,806.00 FOR FISCAL YEAR 2021-2022*. Moved by Nutt and seconded by Finn, item opened for discussion.

Trustees noted the ordinance was well explained, and the presentation noted the significant effect of the pandemic on last year's numbers. There being no further discussion, Weber called for a roll call vote.

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

Exhibit C.2 Covid 19 Vaccine Mandate – discussion only

Dodson shared recent CDC recommendations regarding booster vaccination and noted staff has been encouraged to consult with their health care providers in this regard. A recent federal mandate for companies with 100 employees or more is being considered by libraries even though staff may be fewer than 100. Regular testing is also being considered as an option. Dodson will gather more information for discussion in October.

Executive Session

Weber announced the Board would go into Executive Session and called for a motion to *ADJOURN IN ACCORDANCE WITH 5 ILCS 120/2(C)(21) DISCUSSION OF MINUTES OF MEETINGS LAWFULLY CLOSED UNDER THIS ACT, WHETHER FOR PURPOSES OF APPROVAL BY THE BODY OF THE MINUTES, OR SEMI-ANNUAL REVIEW OF THE MINUTES AS MANDATED BY SECTION 2.06*. Moved by Finn and seconded by Nutt, action is expected upon return to open session. Meeting adjourned at 8:07 PM by unanimous voice vote.

Return to Open Session

Weber called the regular meeting back to order at 8:17 PM.

Roll Call

Members present: President Kristina Weber
 Vice Pres Richard Corbett
 Treasurer Dave Nutt
 Secretary Christine Evans
 Trustee Matt Goyke
 Trustee Maryann Dellamaria
 Trustee Tara Finn

Members absent: none

Others present: Executive Director Amy Dodson

Exhibit C.3 Report of Closed Session Minutes Review and Destruction of Audio Recordings made prior to March 21, 2020

Weber called for a motion to *APPROVE THE REPORT OF THE CLOSED SESSION MINUTES REVIEW, OPEN JUNE 17, 2021 AND AUGUST 3, 2021 EXECUTIVE SESSION MINUTES, AND DESTRUCTION OF ALL AUDIO RECORDINGS MADE PRIOR TO MARCH 21, 2020*. Moved by Dellamaria and seconded by Finn, item opened for discussion.

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

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

Weber inquired if there were any questions or future agenda items Trustees would like to address; a report on currently identified Facilities projects and a timeline to address them was requested. There was brief discussion clarifying public comment policy.

There being no further business to discuss, Weber called for a motion to *ADJOURN*. Moved by Nutt and seconded by Finn, motion approved by unanimous voice vote.

Meeting adjourned at 8:26 PM.

Christine L. Evans, Secretary