

**Fox River Valley Public Library District  
Board of Trustees Meeting  
November 12, 2012**

**Dundee Library Meeting Room  
500 Barrington Avenue  
East Dundee, IL 60110**

President Marge Skold called the meeting to order at 7:00 PM

**Roll Call**

Members present:

President	Marge Skold
Vice Pres	Lenore McDonald
Treasurer	Norman Raven
Secretary	Richard Corbett
Trustee	Maria Bagshaw
Trustee	Mark Biewald
Trustee	Fred Lechuga

Members absent: None

Others present: Director Roxane Bennett  
Jeanne Etling, Nancy Kendzior, Mary Povilonis, Anne  
Nickerson, Carolyn Friedlund, Elizabeth Novak, Mike Tennis

The first order of business for the evening was a Truth in Taxation Hearing. Trustee Lechuga moved and Trustee Bagshaw seconded that the regular meeting be adjourned to convene a Trust in Taxation Hearing. Voice vote: 7 ayes, 0 nays. Motion carried.

Following the adjournment of the Truth in Taxation Hearing, the regular Board meeting was recalled to order by President Skold.

**Public Comment**

Anne Nickerson of Friends of the Library reported that the recently held book sale grossed approximately \$2900 with around \$300 in expenses. She expressed concern of the Long-Term Planning Committee of the Friends of the Library Organization in projecting the cost of programs sponsored would continually exceed income available for these programs. She appealed to the Board for any suggestions they might have to correct these shortcomings. Nickerson pointed out that funds available from the organization, realized solely from book sales, are used to purchase items for the library proper, present adult programs, as well as the sponsorship of field trips to the library for second grade classes in the area. She advised the Friends of the Library Organization meets the third Tuesday of the month with the next scheduled meeting for November 20. President Skold advised that Trustee Biewald will

plan to attend this meeting as designated liaison and, hopefully, provide some helpful suggestions in planning future endeavors of the organization.

### **President's Report**

President Skold advised there would be a short Executive Board Meeting tonight following this meeting.

She called on Trustee Biewald for an update on the progress of developing a new, universal logo for the Fox River Valley Public Library District. Trustee Biewald advised that he was working on the development of a "brand" as well as a logo for the library. While this could prove to be quite a costly endeavor, he is hoping for pro bono services from outside sources to counter this expense. He will continue to pursue engaging such help. The hope, Biewald stated, is that the logo, brand, and mission statement for the library would be reflective of the library's overall purpose, and not simply be something picturesque. He will keep the Board apprised of any progress on this project.

President Skold stated there is a real need to convey to the taxpayers of our district the real mission of the library. If in the future the opportunity should arise to build a new facility, what would be acceptable to the taxpayers of our district? In this regard, she solicited questions and concerns that Board members would have as taxpayers and residents of this district. In sharing their concerns Board members wanted specific answers to questions regarding the percentage of residents who actually are library cardholders, who really utilizes the facilities on a day-to-day basis, how does our tax levy compare to other districts, etc. It was determined that Board members should have answers to these questions, as well as others, made readily available to them. Board members also suggested the need to increase public knowledge of what the library really has to offer now, as well as what will be available in the future. In order to increase interest of the people we serve, it was felt that we've got to have what they are looking for now and in the future. Skold appealed to library staff members for their input on any of these issues as well. These issues will be addressed on an ongoing basis.

### **Director's Report**

Director Bennett introduced Elizabeth Novak, the new Head of Children's Services. Ms. Novak will assume her duties on December 10, 2012, and stated she is excited to be on board.

Staff member, Carolyn Friedlund gave a presentation of the new site regarding usage for Library E Books. The digital catalog has been updated with a more modern look, which she demonstrated, and has been made easier to use. The Newsletter will encourage patrons to come in and learn how to use this new system, and library staff members will be completing their instruction shortly.

Trustee Biewald asked the Director how the possible school strike might impact the library. Director Bennett stated the library will be open and that they can provide some activities for children; however, she stressed the facility is capable of housing only 150 at a given time. She did point out that the situation provides an opportunity to introduce the library to people at a time when they really need us.

## Consent Agenda

Vice President McDonald moved and Treasurer Raven seconded that the following items be included under the Consent Agenda:

- Exhibit A.1
  - A.1.a Minutes from October 8, 2012, Board of Trustees Meeting
  - A.1.b Bills Paid Report including Payroll Expense for October, 2012, totaling \$346,417.53
  - A.1.c Monthly Financial Report for October, 2012
  - A.1.d Monthly Cash Summary for October, 2012

Voice Vote: 7 ayes, 0 nays. Motion carried.

Secretary Corbett moved and Treasurer Raven seconded that the Consent Agenda be approved as presented. Roll Call vote: Vice President McDonald – aye, Treasurer Raven – aye, Secretary Corbett – aye, Trustee Bagshaw – aye, Trustee Biewald – aye, Trustee Lechuga – aye, President Skold – aye. 7 ayes, 0 nays. Motion carried.

## Old Business

- Exhibit B.1 Board Policy Manual Update

Trustee Lechuga moved we approve updates to the Board Policy Manual. Treasurer Raven seconded.

Discussion: Term for trustees elected to the Board is 4 years.

Roll call vote: Vice President McDonald – aye, Treasurer Raven – aye, Secretary Corbett – aye, Trustee Bagshaw – aye, Trustee Biewald – aye, Trustee Lechuga – aye, President Skold – aye. 7 ayes, 0 nays. Motion carried.

## New Business

- Exhibit C.1 Ordinance 2012-11 Levying Taxes for Fiscal Year 2012-13

It was moved by Vice President McDonald that we adopt Ordinance 2012-11 Levying Taxes for Fiscal Year 2012-13. Seconded by Trustee Biewald. Roll Call vote: Vice President McDonald – aye, Treasurer Raven – aye, Secretary Corbett – aye, Trustee Bagshaw – aye, Trustee Biewald – aye, Trustee Lechuga – aye, President Skold – aye. 7 ayes, 0 nays. Motion carried.

- Exhibit C.2 Deputy Clerks to Accept Trustee Petitions

Trustee Lechuga moved, Vice President McDonald seconded that we approve the appointment of Roxane Bennett, Jeanne Etling, and Karen Werle as Deputy Clerks to Accept Trustee Petitions.

Discussion: Treasurer Raven volunteered to serve as Deputy Clerk in order to allow the other clerks to spend less time away from family holiday festivities on December 24. Trustee Lechuga amended his original motion to include the name of Norman Raven as a Deputy Clerk. Vice President McDonald accepted this modification in her second to the motion. Voice Vote: 7 ayes, 0 nays. Motion carried.

Exhibit C.3 Notice of Library Hours for Accepting Petitions

Trustee Biewald moved and Trustee Lechuga seconded that we approve opening the library on Monday, December 24, 2012, from 1:00 PM to 5:00 PM for the sole purpose of accepting Library Trustee Nominating Petitions. Voice Vote: 7 ayes, 0 nays. Motion carried.

Exhibit C.4 Ordinance 2012-12 Board Meeting Dates

Vice President McDonald moved and Secretary Corbett seconded that we adopt Ordinance 2012-12 - Special Ordinance Stating the Time, Place, Day and Date of the Regular Meeting of the Fox River Valley Public Library District Board of Trustees for the Calendar Year 2013.

Voice vote: 7 ayes, 0 nays. Motion carried.

Exhibit C.5 Ordinance 2012-13 Library Closings

Trustee Lechuga moved and Trustee Bagshaw seconded that we adopt Ordinance 2012-13 Library Closings. Voice Vote: 7 ayes, 0 nays. Motion carried.

**Board Discussion**

None

**Adjournment**

It was moved by Vice President McDonald and seconded by Norman Raven that we adjourn to Executive Session. Voice Vote: 7 ayes, 0 nays. Motion carried.

President Skold declared the regular meeting adjourned at 8:38 PM.

President Marge Skold called the regular meeting to back to order at 9:09 pm.

No further business was addressed. The meeting was adjourned at 9:13 pm by the voice vote of the trustees.



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Richard V. Corbett - Secretary