

**Fox River Valley Public Library District
Board of Trustees Meeting
October 13, 2014**

**Dundee Library Meeting Room
500 Barrington Avenue
East Dundee, IL 60118**

Roll Call

Members present:	Vice Pres	Fred Lechuga
	Secretary	Richard Corbett
	Trustee	Brian Lindholm
	Trustee	Denise Sommerlot
	Trustee	Phyllis Creighton

Absent	Trustee	Mark Biewald
	Pres	Marge Skold

Others present: Lauren Rosenthal, Jeanne Etling, Karin Nelson
Elizabeth Novak, Brian Wing, Carolyn Friedlund,

The meeting was called to order by President pro tem, Vice President Lechuga at 6:30 PM.

Public Comment

None

President's Report

Audit Presentation: Jamie Wilkey, Lauterbach & Amen, was unable to attend. A letter covering highlights and results of the recently completed audit was shared with the board. All previous management comments and recommendations were fully implemented, and FRVPLD was found to be operating in good standing. Depreciable assets were discussed briefly. Lauren Rosenthal reported that a minor change in the manner of reporting pension liability with regard to IMRF funds will be enacted next year.

Trustee Liaison Reports: There were no meetings to report on at this time.

Correspondence: A letter from Anthony Oliver regarding last month's meeting was received.

November 1 Workshop: President pro tem Lechuga reminded board members of the upcoming workshop to be held at the Randall Oaks Rec Center on November 1 starting at 8:30 AM.

Treasurer's Report: No treasurer's report

Director's Report

In the absence of Director Bennett, Lauren Rosenthal presented items for discussion.

Security Cameras: Rosenthal reported that security cameras are targeted for installation before the end of 2014. Contractor recommendation will be presented at the November board meeting.

Parking Lot Update: Completion of the sealcoating/stripping is expected by October 28. Work on the sidewalks has begun and will be followed by installation of the asphalt, sealcoating and striping early next week. Everything will be in a "hold" pattern while the Friends of the Library conduct their book sale slated for October 16 - 19. Work will resume on Monday, October 20, and it appears completion will be on time, and the cost will come in under budget.

Department Reports: The board extended thanks to department heads for well-presented reports and a brief discussion regarding "new" Blue-Ray inventory, as well as plans for the much anticipated installation of the 3-D printer was held. Plans are for the printer to be available to the public sometime next spring. In-house training, planning, and troubleshooting will occur prior to that time. The \$2,400 cost including initial plastics expense is being sponsored by the Friends of the Library, and is greatly appreciated.

Per Capita Grant Requirement: Chapter 7, Collection Management and Resource Sharing checklist was read and discussed with board members. These standards are set by the State, and FRVPLD is in compliance.

Consent Agenda

- Exhibit A.1 Items to be included in Consent Agenda
- A.1.a Minutes from September 8, 2014, Budget and Appropriation Hearing
 - A.1.b Minutes from September 8, 2014, Board of Trustees Meeting
 - A.1.c Minutes from April 14, 2014, Executive Session Meeting
 - A.1.d October 13, 2014, Executive Session Review; disposal of Executive Session Audio Recordings made prior to April, 2013
 - A.1.e Check/Voucher Register – AP & Payroll Complete for September, 2014, totaling \$211,381.74
 - A.1.f Revenue Summary – All Funds Combined – Budget vs Actual Expenses
 - A.1.g Revenue Summary – All Funds Combined by Period
 - A.1.h Expenditure Summary – All Funds Combined – Budget vs Actual Expenses
 - A.1.i Expenditure Summary – All Funds Combined – Budget vs Actual Expenses by Location
 - A.1.j Expenditure Summary – All Funds Combined by Period
 - A.1.k Balance Sheet for September, 2014
 - A.1.l Ehlers Account Statement for September, 2014

A.1.m Annual Audit for FY 2013-14

The Consent Agenda was presented by President Pro Tem Lechuga.

It was moved by Trustee Creighton and seconded by Trustee Sommerlot that we approve the Consent Agenda as presented. Roll Call Vote: Vice President Lechuga – aye, Secretary Corbett – aye, Trustee Lindholm – aye, Trustee Sommerlot – aye, Trustee Creighton – aye, 5 ayes, 0 nays, 2 absent. Motion carried.

Old Business

Exhibit B.1 Policy Revision: Special Meetings - second reading

It was moved by Trustee Lindholm and seconded by Trustee Creighton that we approve Policy Revision: Special Meetings. Voice Vote: 5 ayes, 0 nays, 2 absent. Motion carried.

Exhibit B.2 Consultant Service Agreement – Needs Assessment/Strategic Facility Plan

It was moved by Trustee Corbett and seconded by Trustee Sommerlot that we approve a Consultant Service Agreement with Library Planning Associates, Inc., in the amount of \$20,960 for a Needs Assessment/Strategic Facility Plan and authorize the Library Board President to execute the necessary documents.

Discussion: The board was very pleased to receive detailed background information regarding the research underpinning administration's recommendation to approve this contract.

Roll Call Vote: Vice President Lechuga – aye, Secretary Corbett – aye, Trustee Lindholm – aye, Trustee Sommerlot – aye, Trustee Creighton – aye. 5 ayes, 0 nays, 2 absent. Motion carried.

New Business

Exhibit C.1 Resolution 2014-08 Adopting Six (6) Year Terms for Library Trustees

It was moved by Trustee Lindholm and seconded by Secretary Corbett that we adopt Resolution 2014-08 Adopting Six (6) Year Terms for Library Trustees

Discussion: Several board members stated that they preferred four year terms as opposed to the proposed six year terms. It was pointed out that the advantage of six year terms afford greater continuity for the board, and most libraries were now using six year terms.

Roll Call Vote: Vice President Lechuga – nay, Secretary Corbett – aye, Trustee Lindholm – aye, Trustee Sommerlot – nay, Trustee Creighton – nay. 2 ayes, 3 nays, 2 absent. Motion defeated.

Exhibit C.2 Resolution 2014-09 to Determine Estimate of Funds Needed for FY 2014-15

It was moved by Trustee Creighton and seconded by Secretary Corbett that we adopt Resolution 2014-09 to Determine Estimate of Funds Needed for FY 2014-15 in the amount of \$3,660,855.

Discussion: The language of this Resolution was discussed and questions concerning it were answered by Lauren.

Roll Call Vote: Vice President Lechuga – aye, Secretary Corbett – aye, Trustee Lindholm – aye, Trustee Sommerlot – aye, Trustee Creighton – aye. 5 ayes, 0 nays, 2 absent. Motion carried

Exhibit C.3 Strategic Plan

It was moved by Trustee Lindholm and seconded by Trustee Sommerlot that we approve the 2014-2017 Strategic Plan Goals and Objectives.

Discussion: The board discussed the final draft which will appear on the FRVPLD web site for patrons to examine.

Roll Call Vote: Vice President Lechuga - aye, Secretary Corbett – aye, Trustee Lindholm – aye, Trustee Sommerlot – aye, Trustee Creighton – aye. 5 ayes, 0 nays, 2 absent. Motion Carried.

Exhibit C.4 Per Capita Grant

It was moved by Trustee Sommerlot and seconded by Trustee Creighton that we approve the 2015 Per Capita Grant application.

Discussion: Lauren explained that the final version is due by Wednesday, October 15.

Roll Call Vote: Vice President Lechuga – aye, Secretary Corbett – aye, Trustee Lindholm – aye, Trustee Sommerlot - aye, Trustee Creighton – aye. 5 ayes, 0 nays, 2 absent. Motion carried.

Exhibit C .5 Appoint Deputy Clerks to Accept Trustee nominating Petitions for the April 2015 election

It was moved by Trustee Lindholm and seconded by Trustee Sommerlot that we appoint Roxane Bennett, Lauren Rosenthal, and Karen Werle as Deputy Clerks to Accept Trustee Petitions. Voice Vote: 5 ayes, 0 nays, 2 absent. Motion carried.

Board Discussion

Again board members were reminded of the November 1 workshop and advised the agenda would be finalized and distributed next week.

At 7:20 PM President pro tem Lechuga declared the meeting adjourned by unanimous voice vote of the board.



Richard V. Corbett - Secretary