

**Fox River Valley Public Library District
Board of Trustees Meeting
December 8, 2014**

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

Roll Call

Members present: President Marge Skold
 Vice Pres Fred Lechuga
 Treasurer Mark Biewald
 Secretary Richard Corbett
 Trustee Brian Lindholm
 Trustee Phyllis Creighton

Members absent: Trustee Denise Sommerlot

Others present: Lauren Rosenthal, Jeanne Etling, Aaron Carlin, Bob Smith,
Elizabeth Novak, Brian Wing, Carolyn Friedlund, Karin Nelson,
Chris Cigler, Anders Dahlgren

The meeting was called to order by President Skold at 6:30 PM.

Public Comment

None

President's Report

President Skold shared some follow-up thoughts regarding the installation of security cameras that was approved last month. Responses were provided to additional questions from trustees about security in our leased facility at Randall Oaks, storage of accumulated data, requests for access to stored data, and motion sensitivity of cameras. No trustee liaison reports were presented. There was no follow-up discussion concerning the November 19 special meeting.

Treasurer's Report:

Treasurer Biewald advised that expenses are trending positively in comparison to last year, and at present are running below budget. Investment funds are being closely monitored.

Director's Report

Staff Recognition

President Skold acknowledged Director Bennett's 5 years of service and presented her with a 5 year pin and certificate. Director Bennett then recognized other staff members who had achieved service awards which included: Anna Buck, Kirstin Finneran and Heather Zabski for 5 years of service; and Gail Simons for 20 years of service.

Needs Assessment Update

Anders Dahlgren of Library Planning Associates distributed updated peer cohort and trend line charts along with maps highlighting population growth and location of present library users. He reviewed the changes in the charts and explained how to interpret the maps which clearly showed that the Randall Oaks branch is being utilized mainly by the population located in the western side of our service area. He then spoke of the changing services that libraries are expected to deliver in the 21st Century and engaged trustees in a discussion about what services should be provided for our community in the future. He pointed out that Illinois libraries, as a whole, respond to user needs and provide desired services required by their users, which is certainly a goal of FRVPLD.

Per Capita Requirement

Lauren Rosenthal, Asst. Director for Support Services reviewed the Trustee requirements for the 2016 Per Capita Grant. She explained FRVPLD's approach to providing educational programs and training opportunities to patrons - highlighting the board's allocation of funds to support these services. Discussion ensued about how FRVPLD engages in resource sharing within and beyond our consortium. The board expressed appreciation for Rosenthal's advance planning on the Per Capita Grant.

Consent Agenda

- Exhibit A.1 Items to be included in Consent Agenda
- A.1.a Minutes from November 10, 2014, Truth in Taxation Hearing
 - A.1.b Minutes from November 10, 2014, Board of Trustees Meeting
 - A.1.c Minutes from November 19, 2014, Special Board of Trustees Meeting
 - A.1.d Minutes from September 8, 2014, Executive Session
 - A.1.e Check/Voucher Register – AP & Payroll Complete for November, 2014, totaling \$210,890.68
 - A.1.f Revenue Summary – All Funds Combined – Budget vs Actual Revenues
 - 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 November 2014
 - A.1.l Ehlers Account Statement for November 2014

The Consent Agenda was presented by President Skold.

It was moved by Treasurer Biewald and seconded by Vice President Lechuga that we approve the Consent Agenda as presented. Roll Call Vote: Trustee Lindholm – aye, Vice President Lechuga – aye, Treasurer Biewald – aye, Secretary Corbett – aye, Trustee Creighton – aye, President Skold – aye. 6 ayes, 0 nays, 1 absent. Motion carried.

Old Business

Exhibit B.1 Policy Revision –Hours of Operation – second reading. Trustee Lindholm moved and Trustee Creighton second that we adopt policy revision.

Roll Call Vote: Trustee Lindholm – aye, Vice President Lechuga – aye, Treasurer Biewald – aye, Secretary Corbett – aye, Trustee Creighton – aye, President Skold – aye. 6 ayes, 0 nays, 1 absent. Motion carried.

Exhibit B.2 New Policy – Security Cameras – second reading

Trustee Creighton moved and Secretary Corbett seconded that we approve new policy.

Roll Call Vote: Trustee Lindholm – aye, Vice President Lechuga – aye, Treasurer Biewald – aye, Secretary Corbett – aye, Trustee Creighton – aye, President Skold – aye. 6 ayes, 0 nays, 1 absent. Motion carried.

New Business

Exhibit C.1 Ordinance 2014-11 Board Meeting Dates for 2015

It was moved by Trustee Lindholm and seconded by Treasurer Biewald that we adopt Ordinance 2014-11 Board Meeting Dates for 2015. Voice Vote: 6 ayes, 0 nays, 1 absent. Motion carried.

Exhibit C.2 Ordinance 2014-12 Library Closing Dates for 2015

It was moved by Treasurer Biewald and seconded by Vice President Lechuga that we approve Ordinance 2014-12 Library Closing Dates for 2015.

Roll Call Vote: Trustee Lindholm – aye, Vice President Lechuga – aye, Treasurer Biewald – aye, Secretary Corbett – aye, Trustee Creighton – aye, President Skold – aye. 6 ayes, 0 nay, 1 absents. Motion carried.

Exhibit C.3 Meeting Room Chairs

It was moved by Vice President Lechuga and seconded by Treasurer Biewald that we approve purchase of 80 new stackable conference room chairs not to exceed \$7,500.

Discussion: Director Bennett informed the board that this expense was budgeted for. When asked about the 80 count, the board was advised that this was the approved number of

occupants in the conference room for safety purposes. Brian Wing, Facilities Manager, advised the board that the amount spent was achieved by conservative bargaining.

Roll Call Vote: Trustee Lindholm – aye, Vice President Lechuga – aye, Treasurer Biewald – aye, Secretary Corbett – aye, Trustee Creighton – aye, President Skold – aye. 6 ayes, 0 nays, 1 absent. Motion carried.

Board Discussion

President Skold announced there will be an Executive Session following tonight's meeting in accordance with 5 ILCS 120/2 (c) (1) personnel matters. The board adjourned to executive session at 8:12pm by voice vote. The regular meeting was called back into session at 9:06 pm. No other matters were discussed and the meeting was adjourned at 9:07 pm by voice vote.



Richard V. Corbett - Secretary