

**Fox River Valley Public Library District
Board of Trustees Meeting
March 10, 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

Members absent: Trustee Denise Sommerlot

Others present: Director Roxane Bennett
 Elizabeth Novak, Karin Nelson,
 Nancy Kendzior, Lauren Rosenthal,
 Christine Cigler, Carolyn Friedlund, Bob Smith
 Steve Larson, Scott Lindgren

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

Before opening the general meeting, President Skold introduced the Board to Phyllis Creighton and read Resolution No. 2014-02, Resolution To Appoint A New Library Trustee (Phyllis Creighton Appointment) *attached*.

Trustee Lindholm moved and Vice President Lechuga seconded that said Resolution No. 2014-02 be adopted.

Discussion: President Skold afforded each Board member the opportunity to welcome Creighton by offering a short overview of themselves, their time on the Board, as well as their reason for serving. Upon completion, Creighton responded in kind.

Voice Vote: 5 ayes, 0 nays. Motion carried.

Secretary Corbett administered the Oath of Office to Creighton making her a Trustee of FRVPLD.

Public Comment

Bob Smith, 185 Sunset Drive, Carpentersville, representing Friends of the Library, advised the Board that FOL will be holding their Spring Book Sale on March 27, 28 and 29.

President's Report

President Skold advised Board members they would be receiving Statement of Economic Interest Forms by e-mail in the near future from Kane County. She urged members to complete and submit the forms as directed. Once processed, receipts will be sent which will be maintained in the records at FRVPLD.

Treasurer Biewald presented a brief overview of the month's expenses and revenue. He advised that FRVPLD continues to maintain a favorable financial position.

President Skold advised the Board that due to an accident which will prevent Jeanne Etling from attending the PLA meeting, Director Bennett will be going in her place, representing FRVPLD. The meeting will be held later this week in Indianapolis.

Director's Report

Director Bennett introduced Steve Larson of Ehlers, Financial Advisor for FRVPLD, who distributed financial information detailing Revenue and Expenses covering a five-year projection. Larson discussed various expenditure categories showing projected levels that will result in a favorable Special Reserve Fund Balance. He advised that FRVPLD remains in sound financial condition at this time and appears to be fiscally responsible. He noted that traditionally the main source of revenue for libraries (85 to 95%) is from the tax rate allowed from property taxes in the district. He pointed out that the rate allotted for FRVPLD is one of the lowest in the Chicago area.

A detailed question and answer period was held in which Board members aired their concerns for future needs and expansion including preparation for a future referendum. An important part of any referendum effort would be selecting the best date for submission to a public vote. Much groundwork would have to be laid before any presentation to the public at large could be considered. There has been considerable Capital expenditure recently for improvements to the existing Dundee location, as well as the addition of the Branch. Regarding additional expansion projects at present facilities, it was pointed out that expansion of hours at the Branch from the present 40 hour week to a 60 hour week could increase expenses roughly \$45,000 per year. Other possible improvements to existing facilities were also discussed.

After considerable discussion, it was decided that a closer look at our present Special Reserve Fund Policy is in order, and President Skold requested that Larson provide copies of policies from other libraries for us to review.

Director Bennett called upon Christine Cigler to update the Board on the status of procuring a new logo for FRVPLD. Cigler reported that a Graphic Designer had been selected and asked the Board members for input on what should be reflected in our new logo. She distributed an exercise from the Graphic Designer for Board members' input. Hopefully, three logo choices can be presented at the April board meeting for consideration.

Bennett then called upon Lauren Rosenthal to update the Board on the status of a new Financial Software Package. Rosenthal reported that several options have been researched and it appears that it will cost somewhere from \$5,000 to \$10,000 to install the new package. These estimated costs include setting up, training, as well as maintenance of the new system. A final recommendation will be made and presented to the Board at the April meeting.

In other business, Director Bennett advised that the present return on investment for IMRF is showing a very favorable 20% return.

Consent Agenda

Exhibit A.1 Items to be included in Consent Agenda

- A.1.a Minutes from February 10, 2014, Board of Trustees Meeting
- A.1.b Minutes from the January 13, 2014, Executive Session Meeting
- A.1.c Accounts Payable & Payroll Deductions/Expense Checks for February, 2014, totaling \$181,394.48
- A.1.d Revenue YTD
- A.1.e Total Expenditures Summary YTD for District Combined
 - A.1.e.1 Expenditure Summary by Location Common
 - A.1.e.2 Expenditure Summary - Dundee Library
 - A.1.e.3 Expenditure Summary - Randall Oaks Branch
- A.1.f Treasurer's Report for February, 2014

The Consent Agenda was presented by President Skold.

It was moved by Trustee 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, President Skold – aye, Trustee Creighton – abstain. 5 ayes, 1 abstain, 0 nays. Motion carried.

Old Business

None

New Business

None

Board Discussion

None

President Skold announced that there would be an Executive Session held immediately following the regular board meeting. The purpose of the executive session would be business matters per 5 ILCS 120/ (2) (5). The regular board meeting was adjourned to Executive Session by unanimous voice vote at 8:00 PM. The Regular meeting was called back into session at 8:40pm by President Skold. No other business was discussed. The meeting was adjourned by voice vote at 8:42pm.



Richard V. Corbett - Secretary