

MINUTES
INDIAN TRAILS PUBLIC LIBRARY DISTRICT
355 SCHOENBECK ROAD, WHEELING, ILLINOIS 60090
MEETING OF THE BOARD OF LIBRARY TRUSTEES
Wednesday, October 16, 2024
7:00 p.m. - Lake Room

CALL TO ORDER

President Barnett called the meeting to order at 7:00 p.m.

ATTENDANCE

On the roll call, the following trustees were present:

Present: Vicki Baba, Louise Barnett, Henry Hackney, Jr., Caitlyn Keenan, Christine Melone, Cristel Mohrman and Mary Moodhe

Absent: None

Also present were:

Staff: Executive Director Brian Shepard, Deputy Director Ryann Uden, Susan Beal, and Robyn Franklin

Guests: Jamie Wilkey (Lauterbach & Amen)

ADDITIONS TO THE AGENDA

Trustee Hackney will report on the Illinois Library Association's Annual Conference.

CONSENT AGENDA

All items listed on the Consent Agenda are considered to be routine by the Library Board and will be enacted by one motion. There will be no separate discussion of these items unless a Board member so requests, in which event the item will be removed from the general order of business and considered after all other regular Agenda items.

APPROVAL OF ITEMS ON CONSENT AGENDA

A motion was made by Trustee Melone and seconded by Trustee Baba to approve the Consent Agenda items. On the voice vote all were in favor and the motion carried.

COMMENTS ON CONSENT AGENDA ITEMS

The Board reviewed and commented on the various reports. Discussion was held and questions were answered.

PUBLIC COMMENTS

None

UNFINISHED BUSINESS

None

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NEW BUSINESS

FY 2023-2024 Audit Presentation

Jamie Wilkey, of Lauterbach & Amen, presented the audited financial reports for the 2023-2024 fiscal year. Discussion was held and questions were answered. After reviewing the 2023-2024 Fiscal Year Reports, Trustee Moodhe made a **motion to accept the 2023-2024 Fiscal Year Audited Financial Reports as presented.** Trustee Keenan seconded the motion.

On the roll call vote was:

AYES: 7: Baba, Barnett, Hackney, Keenan, Melone, Mohrman, Moodhe

NAYES: 0

ABSTAIN: 0

ABSENT: 0

There being 7 affirmative votes, the motion passed.

Updated Policies

3.21 Fines and Fees

Trustee Moodhe made a **motion to update the policy as presented.** Trustee Keenan seconded the motion. On the voice vote all were in favor and the motion carried.

2.30 Meeting Room Rental Policy

Trustee Moodhe made a **motion to update the policy as presented.** Trustee Melone seconded the motion. On the voice vote all were in favor and the motion carried.

Trustee Resignation and Appointment Process

Executive Director Shepard and President Barnett discussed a draft process that staff created and propose to use for any future Trustee vacancies.

TREASURER'S REPORT

Preliminary 2024 Levy Discussion

Executive Director Shepard discussed that library levies are legally required to be passed by the first Tuesday in December and staff typically bring the levy before the Board at the November meeting. He noted the timeline that needs to be followed for publishing notice of the hearing. He briefly discussed that our financial advisor is advising a 4.9% increase to our levy, but a vote won't take place until November 20, 2024.

Trustee Moodhe presented the financial reports. The funds were in balance with a total of \$14,519,722.32 at the end of September 2024 in the various accounts. The reports were discussed, and questions were answered.

TREASURER'S WARRANT #905

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After reviewing selected invoices, Trustee Moodhe made a motion to **Approve Warrant #905 for \$661,231.44**. Trustee Keenan seconded the motion.

On the roll call vote was:

AYES: 7: Baba, Barnett, Hackney, Keenan, Melone, Mohrman, Moodhe

NAYES: 0

ABSTAIN: 0

ABSENT: 0

There being 7 affirmative votes, the motion passed.

PRESIDENT'S DISCUSSION

President Barnett mentioned the upcoming ILA Legislative Breakfast that will be held on Wednesday, December 4th and encouraged Trustees to attend.

Trustee Hackney discussed a presentation that he attended at the Illinois Library Association's Annual Meeting regarding accessibility in libraries.

EXECUTIVE DIRECTOR'S DISCUSSION

Executive Director Shepard discussed Wheeling's Taste of the Town that is being held on Wednesday, October 30th. He noted that he would like to cancel the November 6th workshop. He also invited Trustees to come for lunch on Staff Institute Day, which will be on Friday, November 22nd.

RECESS

Trustee Moodhe made a **motion to take a short recess at 8:10 p.m.** Trustee Keenan seconded the motion. On the voice vote all were in favor and the motion carried.

Recess was adjourned at 8:19 p.m.

CLOSED SESSION

At 8:19 p.m. Trustees moved to closed session per ILCS, Chapter 5, 120/2.(c)(1): The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity.

RETURN TO OPEN SESSION

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A motion was made by Trustee Hackney and seconded by Trustee Baba to adjourn the closed session and return to open session.

On the voice vote all were in favor and the motion carried. The closed session adjourned at 8:40 p.m. and the Board returned to open session.

ACTION RESULTING FROM CLOSED SESSION

Executive Director's Compensation

President Barnett made a **motion to approve the Executive Director's compensation as presented.** Trustee Melone seconded the motion.

On the roll call vote was:

AYES: 7: Baba, Barnett, Hackney, Keenan, Melone, Mohrman, Moodhe

NAYES: 0

ABSTAIN: 0

ABSENT: 0

There being 7 affirmative votes, the motion passed.

ADJOURNMENT

A motion was made by Trustee Moodhe to adjourn the meeting. Trustee Melone seconded the motion.

On the voice vote all were in favor and the motion carried.

President Barnett adjourned the meeting at 8:41 p.m.