

**Fox River Valley Public Library District
Board of Trustee Meeting
May 16, 2023**

MINUTES

Oath of Office

The Oath of Office was given to re-elected Trustees Kristina Weber, Christine L. Evans, Tara Finn, and Paula Lauer.

Call to Order

The meeting was called to order by President Kristina Weber at 7:03 PM.

Nomination and Election of President Pro Tem

President Weber called for a nomination for President Pro Tem. Dellamaria nominated Weber, seconded by Lauer. Weber inquired if there were other nominations; hearing none, she called for a roll call vote.

Roll call vote: Goyke, Dellamaria, Lauer, Finn, Evans, Weber – aye. 6 ayes, 0 nays, 0 absent, 1 vacant. Motion carried.

Nomination and Election of Secretary Pro Tem

Weber called for a nomination for Secretary Pro Tem. Evans was nominated by Dellamaria and seconded by Goyke. Weber inquired if there were other nominations; hearing none, she called for a roll call vote.

Roll call vote: Goyke, Dellamaria, Lauer, Finn, Evans, Weber – aye. 6 ayes, 0 nays, 0 absent, 1 vacant. Motion carried.

All present rose to recite the Pledge of Allegiance.

Roll Call

Members present	President Pro Tem	Kristina Weber
	Vice Pres	(vacancy)
	Secretary Pro Tem	Christine L. Evans
	Trustee	Tara Finn
	Trustee	Matthew Goyke
	Trustee	Maryann Dellamaria
	Trustee	Paula Lauer

Members absent: none

Others present: Executive Director Amy Dodson, Deputy Director Heather Zabski, Kirstin Finneran, Sumitra Potharazu, Jason Katsion, Karin Nelson, John Sabala, Brittany Berger, Sherry Kenney, Michael Lorenzetti, Sarah Keister Armstrong, Dan Cullin, Janet Nelson, Karen Werle

New Business

Exhibit C.1 Resolution 2023-04 to Declare a Vacancy on Library Board of Trustees

Weber called for a motion to *DECLARE A LIBRARY TRUSTEE VACANCY EFFECTIVE MAY 16, 2023*. Moved by Finn and seconded by Goyke. Weber noted statute requires such Declaration in the event a Board vacancy exists. There was no discussion, Weber called for a roll call vote.

Roll call vote: Goyke, Dellamaria, Lauer, Finn, Evans, Weber – aye. 6 ayes, 0 nays, 0 absent, 1 vacant. Motion carried.

Election of New Board Officers

Dellamaria and Evans consulted and Evans presented a slate of candidates for consideration as Board officers. For President, Kristina Weber; Vice President, Maryann Dellamaria; Treasurer, Tara Finn; and Secretary, Christine L. Evans. Weber asked if there were any other nominations for Board officers. There being none, she called for a motion to *ACCEPT THE SLATE OF CANDIDATES AS PRESENTED*; moved by Dellamaria and seconded by Finn. Weber then called for a roll call vote.

Roll call vote: Goyke, Dellamaria, Lauer, Finn, Evans, Weber – aye. 6 ayes, 0 nays, 0 absent, 1 vacant. Motion carried.

Public Comment

There was no public comment.

President's Report

Budget and Levy Calendar FY2324

The Budget and Levy Calendar is informational and provides a timeline for the Board as it navigates through the Budget and Levy process in the coming fiscal year.

Trustee Liaison Appointments

Weber noted as Vice President, Dellamaria assumes the liaison appointment for Personnel, HR and Ethics. Weber then inquired of Goyke if he would be willing to continue on as liaison appointment for Facilities; he accepted. Paula Lauer accepted appointment as Bylaws and Policy liaison, and Weber noted the appointment for Community Engagement will remain vacant at this time.

Director's Report

Sexual Harassment Training

Deputy Director Zabski noted Trustees will receive an email presentation on the required annual training.

Working Budget Presentation

Zabski and Finance Manager Dr. Sumitra Potharazu presented the FY2324 Working Budget, an internal operating budget based on expected and anticipated income and expenditures for the upcoming fiscal year. Potharazu presented an overview of the current economic conditions and applied it to FRVPLDs interests. Zabski outlined revenue sources and anticipated expenses, comparing the last working budget to the upcoming fiscal year's budget. The working budget is set for approval in June, and will be incorporated into the Tentative Budget and Appropriation Ordinance that will come before the Board in July.

Summer Reading Presentation

Randall Oaks Manager Brittany Berger presented an overview of this year's Summer Reading Challenge, "Once Upon A Time." The Challenge runs from June 1 to July 31, beginning with a week of activities that include A kickoff event with refreshments provided by Duke's Blues and BBQ and Elder and Oat, and a fire performance by Intrinsic Arts. Patrons may register for the Challenge on the Beanstack app or at any public service desk.

Department Head Reports and Dashboard

There were no questions on these reports.

Consent Agenda

Exhibit A.1 Items included in Consent Agenda

- A.1.a Minutes from the April 18, 2023 Board of Trustees Meeting
- A.1.b Check/Voucher Register – AP & Payroll Complete for April 2023
- A.1.c Monthly Financial Report for April 2023
- A.1.d Revenue Summary – All Funds Combined – Budget v Actual Revenues
- A.1.e Revenue Summary – All Funds Combined by Period

- A.1.f Expenditure Summary – All Funds Combined – Budget v Actual Expenses
- A.1.g Expenditure Summary – All Funds Combined – Budget v Actual Expenses by Location
- A.1.h Expenditure Summary – All Funds Combined by Period
- A.1.i Balance Sheet for April 2023
- A.1.j Ehlers Account Statement for April 2023

Weber inquired if there were any items Trustees would like removed for further discussion. Hearing none, she called for a motion to *APPROVE CONSENT AGENDA ITEMS A.1.A THROUGH A.1.J AS PRESENTED*. Moved by Dellamaria and seconded by Finn, Weber called for a roll vote.

Roll call vote: Goyke, Dellamaria, Lauer, Finn, Evans, Weber – aye. 6 ayes, 0 nays, 0 absent, 1 vacant. Motion carried.

Unfinished Business

Exhibit B.1 Future Planning Update

Executive Director Dodson presented an outline for moving forward with Trustee recommendations for community presence and repairs at Dundee Library. She plans to update the Board monthly with progress reports.

Exhibit B.2 Strategic Planning Presentations

Three consulting firms, SKA & Associates, ReThinking Libraries, and Fast Forward Libraries presented information and answered questions regarding their services for research and drafting FRVPLDs Strategic Plan. Trustees took the presentations under advisement and plan to revisit the issue in June.

New Business

Exhibit C.2 Working Budget FY2324 – Discussion Only

Weber referenced the Working Budget Presentation and inquired if there were questions or comments. Trustees thanked Zabski and Potharazu for their clear and informative presentation.

Adjournment

There being no further business to discuss, Weber called for a motion to ADJOURN, noting there will be a 10 minute recess prior to the Decennial Committee call to order. Moved by Finn and seconded by Dellamaria, Weber called for a roll call vote.

Roll call vote: Goyke, Dellamaria, Lauer, Finn, Evans, Weber – aye. 6 ayes, 0 nays, 0 absent, 1 vacant. Motion carried.

Meeting adjourned at 8:55 PM.

Chris Evans, Secretary