

**Fox River Valley Public Library District Board of Trustees Meeting
August 13, 2024**

MINUTES

Call to Order

The meeting was called to order by President Kristina Weber at 7:00 PM. All present rose to recite the Pledge of Allegiance.

Roll Call

Members present: **President Kristina Weber**
 Vice Pres Maryann Dellamaria
 Secretary Chris Evans
 Treasurer Tara Finn
 Trustee Matt Goyke – Virtual
 Trustee Dan Wisniewski
 Trustee Paula Lauer

Members absent: **None**

Others present: *Executive Director Amy Dodson, Deputy Director Heather Zabski, Brittany Berger, Keri Carroll, Heather Ji, Deanna Roy, Sumitra Potharazu, John Sabala, Corinne Vargas*

Public Comment

There was none.

President's Report

ILA Trustee Day

Weber spoke about ILA Trustee Day, starting on October 10, 2024. Trustees can attend at the library's expense. Let EA Deanna Roy know if interested in attending.

Director's Report

Strategic Plan Marketing Update

Executive Director Amy Dodson mentioned the B&A hearing will be held on September 17, 2024.

Department Reports and Dashboard

Dodson remarked that the past month has been filled with finalizing the strategic plan and drafting working budget. Dodson also presented an overview of this year's Summer Reading Challenge, Heritage Fest, presented the new format for the newsletter, and spoke a little bit about the "million-dollar grant" Congressman Raja Krishnamoorthi presented to Fox River Valley Library.

Consent Agenda

Exhibit A.1 Items to be included in Consent Agenda

- A.1.a Minutes from the June 18, 2024 Board of Trustees Meeting
- A.1.b Check/Voucher Register for June 2024
- A.1.c Check/Voucher Register for July 2024
- A.1.d Monthly Financial Report for June 2024
- A.1.e Monthly Financial Report for July 2024
- A.1.f Revenue Summary – All Funds Combined – Budget v Actual Revenues for June 2024
- A.1.g Revenue Summary – All Funds Combined – Budget v Actual Revenues for July 2024
- A.1.h Revenue Summary – All Funds Combined by Period for June and July 2024
- A.1.i Expenditure Summary – All Funds Combined – Budget v Actual Expenses for June 2024
- A.1.j Expenditure Summary – All Funds Combined – Budget v Actual Expenses for July 2024
- A.1.k Expenditure Summary – All Funds Combined – Budget v Actual Expenses by Location for June 2024
- A.1.l Expenditure Summary – All Funds Combined – Budget v Actual Expenses by Location for July 2024
- A.1.m Expenditure Summary – All Funds Combined by Period for June and July 2024
- A.1.n Balance Sheet for June 2024
- A.1.o Balance Sheet for July 2024
- A.1.p Ehlers Investment Inventory for June and July 2024

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.p AS PRESENTED*. Moved by Wisniewski and seconded by Finn; Weber called for a roll call vote.

Roll Call Vote: Goyke, Lauer, Wisniewski, Finn, Evans, Dellamaria, Weber – 7 ayes, 0 nays, 0 absent. Motion carried.

Unfinished Business

Exhibit B.1 Strategic Plan Update FY2425

Executive Director Amy Dodson provided an update on the strategic planning process for Fiscal Years 2024 through 2029. The director will provide quarterly updates going forward, starting with the September 2024 Board Meeting.

Roll Call Vote: Goyke, Lauer, Wisniewski, Finn, Evans, Dellamaria, Weber – 7 ayes, 0 nays, 0 absent. Motion carried.

New Business

Exhibit C.1 Ordinance 2024-07 Tentative Budget and Appropriation

- **Announce Hearing Date and Time: September 17, 2024, 7:00 pm**

Weber called for a motion to ADOPT ORDINANCE 2024-07 Tentative Budget and Appropriation hearing date. Moved by Finn and seconded by Dellamaria. There being no further discussion, Weber called for a roll call vote.

Roll Call Vote: Goyke, Lauer, Wisniewski, Finn, Evans, Dellamaria, Weber – 7 ayes, 0 nays, 0 absent. Motion carried.

Exhibit C.2 Electronic Resource- LinkedIn Learning Contract

Weber called for a motion to authorize the director to contract with LinkedIn for LinkedIn Learning, an electronic resource for online learning, at a cost not to exceed \$13,125. Moved by Dellamaria and seconded by Finn. Item opened for discussion. There being no further discussion, Weber called for a roll call vote.

Roll Call Vote: Goyke, Lauer, Wisniewski, Finn, Evans, Dellamaria, Weber – 7 ayes, 0 nays, 0 absent. Motion carried.

Exhibit C.3 North Suburban Digital Consortium – OverDrive Contract Renewal

Weber called for a motion to AUTHORIZE THE DIRECTOR TO RENEW THE CONTRACT WITH THE NORTH SUBURBAN DIGITAL CONSORTIUM, FOR ANNUAL COLLECTION ASSESSMENT TO PURCHASE DIGITAL CONTENT AND HOSTING, AT A COST NOT TO EXCEED \$25,000. Moved by Finn and seconded by Wisniewski, item opened for discussion. NSDC is a cost-sharing consortium that allows libraries to provide a wide array of digital titles. There was no further discussion; Weber called for a roll call vote.

Roll Call Vote: Goyke, Lauer, Wisniewski, Finn, Evans, Dellamaria, Weber – 7 ayes, 0 nays, 0 absent. Motion carried.

Exhibit C.4 Resolution 2024-05 to Accept Property Donation

Weber called for a motion for *RESOLUTION 2024-05 TO ACCEPT PROPERTY – PIANO*. Motion did not pass. Item opened for discussion. Lauer asked where the item would be stored, what would the item be used for. Lauer also mentioned that after speaking with a professional, there would be a cost to inspect the item; there would also be fees for general upkeep and movement of the item, at the cost of the library.

Roll Call Vote: Goyke, Lauer, Wisniewski, Finn, Evans, Dellamaria, Weber – 0 ayes, 7 nays, 0 absent. Motion not carried.

Exhibit C.5 Purchase of Firewall

Weber called for a motion to *AUTHORIZE THE DIRECTOR TO PURCHASE A FIREWALL, AT A COST NOT TO EXCEED \$12,000 FROM FIREWALL-DOT-COM*. Moved by Wisniewski and seconded by Finn, item opened for discussion. Weber asked IT Manager John Sabala for more information. Sabala suggested the current contract with Sonicwall since 2018, has been above satisfactory, and expressed that he would like to stay with the brand.

Roll Call Vote: Goyke, Lauer, Wisniewski, Finn, Evans, Dellamaria, Weber – 7 ayes, 0 nays, 0 absent. Motion carried.

Exhibit C.6 Resolution 2024-06 Closure of the Working Cash Fund

Weber called for a motion for *RESOLUTION 2024-06 CLOSURE OF WORKING CASH FUND*. Moved by Dellamaria and seconded by Wisniewski. Item opened for discussion.

Roll Call Vote: Goyke, Lauer, Wisniewski, Finn, Evans, Dellamaria, Weber – 7 ayes, 0 nays, 0 absent. Motion carried

Exhibit C.7 Appointment of Freedom of Information Act (FOIA) Officers

Weber called for a motion to APPOINT EXECUTIVE ASSISTANT DEANNA ROY AND DEPUTY DIRECTOR HEATHER ZABSKI AS FOIA OFFICERS FOR THE FOX RIVER VALLEY PUBLIC DISTRICT, EFFECTIVE AUGUST 13, 2024. Moved by Wisniewski and seconded by Finn, item opened for discussion. Deputy Director Zabski noted that both she and Executive Assistant Roy had undergone the required annual FOIA training. There was no further discussion, Weber called for a roll call vote.

Roll Call Vote: Goyke, Lauer, Wisniewski, Finn, Evans, Dellamaria, Weber – 7 ayes, 0 nays, 0 absent. Motion carried.

Exhibit C.8 Library Executive Director Employment Agreement Renewal

Weber called for a motion to TABLE THE VOTE REGARDING THE *LIBRARY EXECUTIVE DIRECTOR'S EMPLOYMENT AGREEMENT*. Item was tabled for discussion, until further notice. Motion made by Wisniewski and seconded by Dellamaria. There was no further discussion, Weber called for a roll call vote.

Roll call vote: Goyke, Lauer, Wisniewski, Finn, Evans, Dellamaria, Weber – aye. 7 ayes, 0 nays, 0 absent. Motion not carried.

Executive Session

Weber announced the Board would go into Executive Session and called for a motion to ADJOURN TO EXECUTIVE SESSION IN ACCORDANCE WITH 5 ILCS 120/2(C)(1) THE APPOINTMENT, EMPLOYMENT, COMPENSATION, DISCIPLINE, PERFORMANCE, OR DISMISSAL OF SPECIFIC EMPLOYEES. Moved by Wisniewski and seconded by Finn, action is not expected upon return to open session. Weber called for a roll call vote.

Roll Call Vote: Goyke, Lauer, Wisniewski, Finn, Evans, Dellamaria, Weber – 7 ayes, 0 nays, 0 absent. Motion carried.

Meeting adjourned to Executive Session at 7:35 PM.

Return to Open Session

Weber called the regular meeting back to order at 9:01 PM.

Roll Call:

Members present: **President Kristina Weber**
 Vice President Maryann Dellamaria
 Secretary Chris Evans
 Treasurer Tara Finn
 Trustee Matt Goyke – Virtual
 Trustee Paula Lauer
 Trustee Dan Wisniewski

Members absent: **None**

Others present: **None**

Adjournment

Weber inquired if there were any topics Trustees wished to address in the future. There being no further business, Weber called for a motion to ADJOURN. Moved By Wisniewski and seconded by Finn. Weber called for a roll call vote.

Roll Call Vote: Goyke, Lauer, Wisniewski, Finn, Evans, Dellamaria, Weber – 7 ayes, 0 nays, 0 absent. Motion carried.

Meeting adjourned at 9:02 pm