

**Fox River Valley Public Library District  
Board of Trustees Meeting  
September 24, 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 President	Maryann Dellamaria
	Secretary	Chris Evans
	Treasurer	Tara Finn
	Trustee	Matt Goyke
	Trustee	Paula Lauer
	Trustee	Dan Wisniewski

Members absent: None

Others present: Interim Director Heather Zabski, Sherry Kenney, Brittany Berger, Keri Carroll, Deanna Roy, John Sabala, Corinne Vargas, Karin Nelson, Sam Bunte

**Adjourn to Budget and Appropriation Hearing**

Weber called for a motion to *ADJOURN TO THE BUDGET AND APPROPRIATION HEARING*. Moved by Wisniewski and seconded by Dellamaria; 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 carried; meeting adjourned at 7:02 PM

**Return to Regular Board of Trustees Meeting**

The Board of Trustees meeting was reconvened by President Weber at 7:03 PM

**Roll Call**

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

Members absent: None

Others present: Interim Director Heather Zabski, Sherry Kenney, Brittany Berger, Keri Carroll, Deanna Roy, John Sabala, Corinne Vargas, Karin Nelson, Sam Bunte

**Public Comment**

There was none.

**President's Report**

There was none.

## **Interim Director's Report**

### Illinois Public Library Annual Report

Trustee Lauer inquired about whether home delivery was considered a service outlet. Zabski clarified that per IPLAR guidelines, it is not counted as an outlet because it is a service that is unique to our library. Lauer then inquired about an IPLAR statistic about provided special programming for patrons on the autism spectrum. Zabski clarified that we currently did not have any programs specifically targeted to that demographic, but we could accommodate requests. Lauer then inquired about the IPLAR statistic on website visits and how it was tallied. IT Manager Sabala noted that we used vendor reports for the data. Zabski noted that patron database usage was listed separately in the IPLAR report from website visits.

### Department Reports and Dashboard

Randall Oaks Manager Brittany Burger showed a short presentation regarding the Summer Reading Challenge and wrap-up; that ended the season with a finisher pool party. The summer reading challenge started June 1<sup>st</sup> and ended July 31<sup>st</sup>, with early registration starting May 1<sup>st</sup>. The finisher pool party had 475 families show up in support of the library. This year's summer reading challenge had 2,064 registrations and 872 finishers; the highest numbers the library has seen in the last five years.

## **Consent Agenda**

### **Exhibit A.1** Items to be included in Consent Agenda

- A.1.a Minutes from the August 13, 2024 Board of Trustees Meeting
- A.1.b Check/Voucher Register for August 2024
- A.1.c Monthly Financial Report for August 2024
- 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 August 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.i AS PRESENTED*. Moved by Finn and seconded by Wisniewski; 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**

There was no Unfinished Business.

## **New Business**

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

Weber called for a motion to *ADOPT ORDINANCE 2024-07 BUDGET AND APPROPRIATION IN THE AMOUNT OF \$9,278,000.00 FOR FISCAL YEAR 2024 - 2025 AS PRESENTED*. Moved by Wisniewski 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.2** Resolution 2024-08 Designating Corporate Authority Over Financial Accounts  
Weber called for a motion to *ADOPT RESOLUTION 2024-08 AUTHORIZING THE LIBRARY BOARD PRESIDENT AND TREASURER AND THE INTERIM LIBRARY DISTRICT DIRECTOR TO SIGN ALL DOCUMENTS REASONABLY NECESSARY TO ADD HEATHER ZABSKI AND TO REMOVE AMY DODSON AS SIGNATORIES ON ALL LIBRARY FINANCIAL ACCOUNTS. EFFECTIVE AUGUST 14, 2024.* Moved by Dellamaria and seconded by Goyke. 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** Resolution 2024-09 Designating Corporate Authority Over Investment Accounts  
Weber called for a motion to *ADOPT RESOLUTION 2024-09, AUTHORIZING THE LIBRARY BOARD PRESIDENT AND TREASURER AND THE INTERIM LIBRARY DISTRICT DIRECTOR TO SIGN ALL DOCUMENTS REASONABLY NECESSARY TO ADD HEATHER ZABSKI AND TO REMOVE AMY DODSON AS SIGNATORIES ON ALL LIBRARY INVESTMENT ACCOUNTS. EFFECTIVE AUGUST 14, 2024.* Moved by Goyke and seconded by Wisniewski, item opened for discussion. 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 2024-10 Appoint Illinois Municipal Retirement Fund (IMRF) Agent  
Weber called for a motion to *ADOPT RESOLUTION 2024-10 TO APPOINT INTERIM DIRECTOR HEATHER ZABSKI AUTHORIZED ILLINOIS MUNICIPAL RETIREMENT FUND (IMRF) AGENT EFFECTIVE AUGUST 14, 2024.* Moved by Wisniewski and seconded by Goyke, 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.

### **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; and 5 ILCS 120/2(c)(21) DISCUSSION OF MINUTES OF MEETINGS LAWFULLY CLOSED UNDER THIS ACT, WHETHER FOR PURPOSES OF APPROVAL BY THE BODY OF THE MINUTES OR SEMI-ANNUAL MINUTES REVIEW OF THE MINUTES MANDATED BY SECTION 2.06 OF THE ACT.* Moved by Wisniewski and seconded by Goyke. 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 7:27 PM by unanimous vote.

### **Return to Open Session**

Weber called the regular meeting back to order at 7:58 PM.

### **Roll Call**

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

Members absent: None

Others present: Interim Director Heather Zabski

**Exhibit C.5 Approve the Employment Agreement of Interim Director**

Weber called for a motion to *APPROVE THE EMPLOYMENT AGREEMENT OF THE INTERIM DIRECTOR TO HEATHER ZABSKI*. Moved by Wisniewski and seconded by Goyke, Weber inquired if there was any further discussion. There being none, 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.6 Report of Executive Session Minutes Review and Destruction of Audio Recordings made prior to March 21, 2023.**

Weber called for a motion to *APPROVE THE REPORT OF CLOSED SESSION MINUTES REVIEW AND DESTRUCTION OF AUDIO RECORDINGS MADE PRIOR TO MARCH 21, 2023*. Moved by Goyke and seconded by Wisniewski, Weber inquired if there was any further discussion. There being none, 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.

**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 Goyke and Seconded by Wisniewski. 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 8:07 pm

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Christine L. Evans, Secretary