

Minutes
North Riverside Public Library District
Board of Trustees
Regular Meeting, February 21st, 2022
6:00 PM

1. Open of Meeting

A. Call to order – 6:00 PM

B. Quorum was established

Present: Annette Corgiat, Greg Gordon, John Mathias, Ken Rouleau, Kyle Johnson, Kathy Bonnar, and Jeanne Ottenweller

Absent: [None]

Also Present: Director Natalie Starosta, Marla Curran

C. **Guests:** [None]

D. Approval of agenda

A motion was made by Trustee Rouleau and seconded by Trustee Ottenweller to approve the agenda as written. All ayes, motion **carried**.

2. Open Forum

- No visitors

3. Consent Agenda (one motion/approval for everything listed here, all items can be removed from the consent agenda at anyone's request at any meeting)

A motion was made by Trustee Mathias and seconded by Trustee Gordon to approve the consent agenda as presented. All ayes, motion **carried**.

A. Secretary:

Minutes of the November 15th, 2021 Regular Board Meeting and November 29th, 2021 Special Board Meeting

B. Treasurer (Bonnar):

December 2021, January 2022 Financial Statements

- All financials are on track

Authorization to transfer \$120,000 to checking

- No authorization in January, so \$60,000 monthly amount is doubled for February

5. President's Report

- Nothing to report

6. Director's Report

- \$25,000 legislative grant to be completed this week
 - Received \$75,000 last FY: 25k for carpet; 50k for concrete/asphalt
 - This year's amount is approved for programs and services

- NRPL Foundation paying for Annex room renovation located at the bottom of the stairs near the YS department
 - Construction estimated to be finished this week (2/21/22)
- Progress being made on all staff and patrons learning more hard skills

7. Committee Reports

A. Advocacy (informational)

- Minor updates:
 - Getting all Board Members business cards to use within the community
 - Director Starosta started a document for community outreach ideas
 - Also has put together a Google Form that is like a survey for information Board Members might want on business cards or website pages.

B. Building & Grounds (informational) (Ken)

- Small flooding in basement on Saturday – Mechanical room into server room again
 - Plumber cannot find where the water is coming from
 - MPC is going to come and check the boilers to see if it could be from them
 - Insurance adjuster is pushing the flooding to the insurance company
 - Not coming from sink or from concrete—it's not condensation, it's standing water “like a pond”
 - Sump pumps do not run when it happens

C. Personnel (informational) (Greg)

- Nikki Duran moving from the Youth Services Department to the Adult Services department as a Teen/Adult Programmer
- Several staff anniversaries will announced at next meeting

D. Policy (informational) (Jeanne - Personnel) (Kathy – Patron)

- Having the patron and personnel policies onto the NRPL website will be transparent
- Board members will be reviewing if these are appropriate policies to be made public
- President Corgiat does not want the personnel policy to be online
 - Many businesses do have the policy
 - Vice President Gordon wants Natalie to double check with the lawyer that the personnel policy can be posted online
- President Corgiat wants both policies to be updated into one document instead of two separate documents

E. Strategic Planning (informational) (John)

- Digital Signage update:
 - Need funding from the bank before we can file variances with the Village
 - Similar signs around town – digital signs, like the one for Tony's Foods that now belongs to Urban Air Adventure Park by Famous Dave's BBQ

8. New Business

A. Updated Patron Code of Conduct (discussion/action)

A motion was made by Trustee Gordon and seconded by Trustee Johnson to approve the revised mask policy effective date March 1st, 2022. All ayes, motion **carried**.

- Masks will now be *encouraged* for the upper level, and *required* for the lower level

9. Old Business

A. Closed Session Minutes Review (action)

A motion was made by Trustee Gordon and seconded by Trustee Rouleau to release the following minutes: December 13, 2010; June 10, 2013; November 1, 2016; May 19, 2017; August 23, 2017; January 20, 2018; June 28, 2018. All ayes, motion **carried**.

A motion was made by Trustee Gordon and seconded by Trustee Rouleau to approve the destruction of the recording of the December 13, 2010; June 10, 2013; November 1, 2016; May 19, 2017; August 23, 2017; January 20, 2018; and June 28, 2018 released minutes as they are more than 18 months old. All ayes, motion **carried**.

13. Adjournment

A motion was made by Trustee Rouleau and seconded by Trustee Ottenweller to adjourn the meeting at 6:35 p.m. All ayes, motion **carried**.

Note: Agenda items may be added that pertain to discussion or information.

No items may be added to the final agenda that require Board action.

Next regular Board Meeting is scheduled for March 21st, 2022 at 6:00 p.m.