

Agenda
Committee of the Whole
Board of Trustees
North Riverside Public Library
2400 S. Des Plaines Avenue
North Riverside, Illinois
June 11, 2018 6:30 PM

1. **Open of Meeting**
 - A. Call to order
 - B. Determination of quorum
 - C. Recognition of visitors to the meeting
 - D. Approval of agenda and requested changes to agenda
2. **Open Forum**

Audience Members wishing to address the Board please complete the open forum sheet provided and give it to the Board Secretary.
3. **Minutes**
 - A. Accept Minutes of May 14, 2018 Committee of Whole Meeting Open Session
4. **Personnel Committee (Greg)**
 - A. IMRF Implementation
5. **Building and Grounds Committee (Ken)**
 - A. Discussion of HVAC Update
 - B. Update on stair treads
6. **Policy Committee (Priscilla)**
 - A. Other
7. **Other New Business**
 - A. Discussion of hot spot lending
 - B. Show Your Library Card Benefits Plan
 - C. 2nd review of 2018-2019 Budget Draft
 - D. Review of Accounting Services RFP
 - E. Other
8. **Adjournment**

The Library Board meeting is scheduled for Monday, June 18, 2018.

*North Riverside Public Library
Board of Trustees
Minutes of the May 14, 2018 Meeting
Of the Committee of the Whole*

Vice-President Gordon called the Committee of the Whole meeting to order at 6:45 p.m.

Present: Greg Gordon, Ken Rouleau, Al Pineda, Brad Lanken, Annette Corgiat (arrived at 7:15pm)

Absent: P.J. Folz, Priscilla Skenandore

Also Present: Director Natalie Bazan, Kate Setchell IMRF Field Representative

A quorum was established with four/five Trustees present. The agenda was accepted as presented. The first order of business was acceptance of the minutes of the April 9th Committee of the Whole meeting. All Board members agreed that the Minutes should be accepted as presented.

Personnel Committee

- A. Kate Setchell, field representative for IMRF, presented on how libraries would enter into IMRF, what the associated costs and benefits would be and how a library could join. She answered board questions and left her contact information for further questions. After discussion, the board asked that an ordinance electing participation in IMRF be made an action item on the May 21st Board Meeting agenda.
- B. Trustee Gordon started a discussion about the proposed new Technology Manager's position. Director Bazan described the benefits of having such a position including a dedicated staff member focused on providing technology training to our patrons. Director Bazan will provide a job description for board approval at the May 21st meeting.
- C. Director Bazan informed the board that Elizabeth Boden accepted to position of Adult Service Librarian and Programmer and will begin June 12th.

Building and Grounds

- A. Trustee Rouleau presented and Director Bazan presented the new quote and repair list from Atomatic. Director Bazan was asked to put this on the Board agenda for approval.
- B. Trustee Rouleau informed the board that the replacement stair treads were being made and would be installed as soon as they passed inspection.
- C. Director Bazan spoke with our landscape firm, Trimline, who will be putting down mulch and pulling out the dying shrubs later this week or early next week.

Other New Business

- A. Director Bazan briefly told board members what lending hot spots would entail. The topic was tabled until the June COW meeting along with “Show your library card” program.
- B. Treasurer Lanken was asked to complete the Cook County Ethics Statement.
- C. Director Bazan presented the upcoming June-August newsletter as a preview to the board. The newsletter is being edited by the printers and will be sent out by staff while Director Bazan is away.
- D. Director Bazan presented the 1st draft of the 2018-2019 budget along with budget justification for additions/reductions in each category/line item. The board would like to see a higher retained earnings at the end of the year. Director Bazan was asked to make changes and resubmit the budget for discussion at the Finance Committee Meeting May 21st.

There being no other new business the meeting was adjourned at 8:32 p.m.

Minutes Prepared by Director Bazan