

**NORTH RIVERSIDE PUBLIC LIBRARY DISTRICT**

2400 S. DesPlaines Avenue  
North Riverside, IL 60546

**Minutes of the meeting of March 18, 2019**

1. Open of Meeting

A. The meeting was called to order by President Corgiat at 7:04 p.m. Roll call was taken.

Present: Annette Corgiat, P. J. Folz, Greg Gordon, Brad Lanken, Ken Rouleau. Priscilla Skenandore arrived at 7:09 p.m.

Absent: Al Pineda

Also Present: Susan Locander & Jill Cannizzo

B. A quorum was established.

C. No visitors present.

D. Trustee Rouleau made a motion to approve the agenda as presented. Trustee Folz seconded the motion. All ayes, motion carried.

2. Open Forum

No visitors were present.

3. Financial Reports

A. Assistant Director Locander and Treasurer Lanken presented the account balances. There was some discussion about some line items. Treasurer Lanken needs to look at a few things and will have the answers at the next Board meeting.

B. Trustee Lanken made a motion to approve the financial statements. Trustee Gordon seconded the motion. A roll call vote was taken.

Ayes: Annette Corgiat, P. J. Folz, Greg Gordon, Brad Lanken, Ken Rouleau, Priscilla Skenandore

Nays: None

Motion carried

C. Trustee Lanken made a motion to approve the check detail #19-03 in the amount of \$59,006.33. Trustee Gordon seconded the motion. A roll call vote was taken.

Ayes: Annette Corgiat, P. J. Folz, Greg Gordon, Brad Lanken, Ken Rouleau, Priscilla Skenandore

Nays: None

Motion carried

D. Trustee Lanken made a motion to approve the authorization to transfer \$80,000. Trustee Rouleau seconded the motion. A roll call vote was taken.

Ayes: Annette Corgiat, P. J. Folz, Greg Gordon, Brad Lanken, Ken Rouleau, Priscilla Skenandore

Nays: None

Motion carried

E. 2019/2020 Budget - Treasurer Lanken asked that all other Board members look it over for approval at the next meeting.

#### 4. Committee Reports

##### A. Buildings and Grounds (Ken Rouleau, chairman)

1. HVAC quotes - Trustee Rouleau met with West Town the other day. They have not submitted a quote yet. Constellation, owned by Exelon, will pay the bill and then the Library will pay monthly on the monthly energy bill instead of taking a loan. The discounts and subsidies that would be available from Com Ed would still be applied. This would include the HVAC and lighting. Trustee Rouleau will ask Tom from West Town to attend the next Buildings and Grounds meeting to explain some of this further.

2. It was brought to Trustee Rouleau's attention that there needs to be some clean up done around the Library outside. Assistant Director Locander will talk to Lizzy to see if there is a way the pages could do this.

##### B. Strategic Planning (P.J. Folz, chairman)

1. Trustee Folz reported about the strategic initiative mini grants: The Strategic Initiative Mini Grants for Staff were reviewed on March 1<sup>st</sup>. Out of the 6 grant applications we received, 3 were granted and one was held over for review. The three approved are new sign holders for the slat wall, book shelf display shelf and a new display rack for YA. The application held over for May is for 2 new book carts. The 2 not approved were for plants for the library and painting the ceiling in the Children's Library. Since the inception of the grants, staff members have brought in 15 applications.

##### C. Personnel (Greg Gordon, chairman)

Trustee Gordon reported that he and President Corgiat met with Natalie and put together a schedule for her after the baby arrives. It worked out for her and for the Library.

##### D. Policy (Priscilla Skenandore, chairman)

Trustee Skenandore reported about some policy changes that need to be added to the policy book. She will talk further to Director Starosta. There will be a committee meeting on April 8<sup>th</sup> at 6:30 p.m. to work on the policies.

#### 5. President

Nothing to report

Election is April 2<sup>nd</sup>. Priscilla and PJ are both write in candidates. Just be aware, there is a lot of stuff going on in town. President Corgiat will make copies of the documents from the meeting that she attended on Saturday and will give them to all Board members.

#### 6. Director's Report

Director Starosta is on maternity leave, Assistant Director Locander is present in her absence.

She reported Operation Care Package collection box will be put out in the Library. It is for collecting items for active military that are abroad. The box will be dropped off the first week of April and will be collected the end of May.

Reminder about the LACONI Trustee banquet on Friday, May 10<sup>th</sup>. If any Board members want to go please let Susan know by Sunday, May 5<sup>th</sup> (the ticket deadline).

7. Other Action Items

A. Approval of minutes

Trustee Rouleau made a motion to approve the minutes of the February 18, 2019 Board meeting. Trustee Skenandore seconded the motion. All ayes, motion carried.

8. Information Items

A. Committee meetings - None added tonight. All meetings go through the director.

B. Calendar - all up to date

C. Memorial Books Report - nothing tonight

D. Correspondence - nothing tonight

E. Board Action Log - all up to date

F. Trustee Continuing Education - Susan reported during her report

G. Grants - They are waiting on a grant from IEEE about circulating science kits.

H. Advocacy - Nothing tonight

I. RAILS AND SWAN -. Nothing tonight

9. Adjournment

Trustee Lanken made a motion to adjourn the meeting at 8:20 p.m. Trustee Gordon seconded the motion. All ayes, motion carried.

The next Board meeting is scheduled for Monday, April 15<sup>th</sup> at 7:00 p.m.

Respectfully Submitted

Jill M. Cannizzo