

# **North Riverside Public Library**

2400 S. Des Plaines Avenue  
North Riverside, Illinois 60546

Minutes  
Committee of the Whole  
Board of Trustees  
May 1<sup>st</sup>, 2023  
6:00 PM

## **1. Open of Meeting**

- A. Call to order at 6pm by Annette Corgiat.
- B. Determination of quorum: In attendance: Kathy Bonnar, Ken Rouleau, Annette Corgiat, Greg Gordon, John Mathias, and Kyle Johnson. Absent: Jeanne Ottenweller. Also in attendance: Natalie Starosta.
- C. There were no visitors.
- D. Motion made by Trustee Rouleau to approve the agenda with the removal of 8b, 9b, and 10b. Treasurer Bonnar seconded. All aye. Motion carried.

## **2. Open Forum**

There were no visitors.

## **3. Minutes**

- A. Minutes of April 3<sup>rd</sup>, 2023 Committee of Whole Meeting were reviewed and no changes were recommended.

## **4. Finance**

- A. FY24 draft Budget - There were no questions or discussion of the draft budget outside of salaries. Vice President Gordon discussed the issue of staff leaving for higher paying jobs at local libraries. President Corgiat requested that Director Starosta send the 2022 IPLAR data to all trustees. Secretary Mathias noted that it may be possible to raise compensation packages over time depending on the economic situation. Director Starosta directed trustees to review the budget justification document that accompanies the FY24 draft budget and shows the recommended percentages of salary and benefits to total library budgets. Vice President Gordon requested a quote on a salary survey from HR Source.

## **5. Advocacy**

- A. Centennial Celebration - no report.
- B. Senior Fair - no report.
- C. Advocacy webinars - no report.

## **6. Building & Grounds**

- A. Lower Level update discussion - Trustee Rouleau informed the Board that the contractor walked through the space and will be presenting us to a quote for the proposed work this week. President Corgiat expressed concern for the cost of removing the wall between the kitchenette and Story Time room as well

as adding a wall in the current storage room. Trustee Rouleau will investigate the need for permits for the proposed sections 1, 2, 3 of the project. Item to be added to the June CoW agenda.

- B. Capital Improvements Assessment Plan - Trustee Rouleau urged all Board members to review the capital improvement assessment plans. Item will be added to the May regular Board meeting.

**7. Personnel**

- A. Director's Review - Vice President Gordon will be adding additional questions to the director's review document and has asked that the Board review and vote to approve the document at the May regular Board meeting.
- B. FY24 Compensation discussion - Se 4a above.

**8. Policy**

- A. Policy Review Schedule - Policy review schedule will be added into the Board Action Log spread sheet for future use.
- ~~B. Retirement recognition policy draft - Tabled for June~~

**9. Strategic Planning**

- A. Chapter 11 in IL Standards review - Tabled for June.
- B. Secretary Mathias talked about the possibility of adding window security film to the front windows in case of civil unrest in the future. Director Starosta will request updated quotes for future CoW meeting.
- ~~C. Review Trustee Handbook - Tabled for June~~

**10. Other Business**

- A. ALA Annual Conference - Director Starosta asked all Trustees to let her know if they would like to attend ALA.
- ~~B. Brainstorm Committee Responsibilities and Expectations - Tabled for June~~

**11. Adjournment**

Motion made by Trustee Rouleau to adjourn the meeting at 6:55pm.  
Motion seconded by Trustee Johnson. All aye.

The Library Board meeting is scheduled for Monday, May 15<sup>th</sup>, 2023 at 6:00pm.