

NORTH RIVERSIDE PUBLIC LIBRARY DISTRICT

2400 S. DesPlaines Avenue
North Riverside, IL 60546

Minutes of the meeting of April 17, 2023

1. Open of Meeting

A. The meeting was called to order by Trustee Gordon at 6:00 p.m. Roll call was taken.
Present: Trustee Kathy Bonnar, Trustee Greg Gordon, Trustee Kyle Johnson, Trustee John Mathias, Trustee Jeanine Ottenweller, Trustee Ken Rouleau
Absent: Trustee Annette Corgiat
Also Present: Natalie Starosta, Library Director; Jill Cannizzo

B. A quorum was established.

C. There were no visitors present tonight.

D. I, Trustee Rouleau make a motion to approve the agenda as written. Trustee Bonnar seconded the motion. All ayes, motion carried.

2. Open Forum

3. Consent Agenda

A. I, Trustee Mathias make a motion to remove letters a and b from the consent agenda. I, Trustee Johnson second the motion. A roll call vote was taken.

Ayes: Trustee Bonnar, Trustee Gordon, Trustee Johnson, Trustee Mathias, Trustee Ottenweller Trustee Rouleau

Nays: None

Motion Carried

I, Trustee mathias made a motion to approve the amended consent agenda. I, Trustee Johnson second the motion. A roll call vote was taken.

Ayes: Trustee Bonnar, Trustee Gordon, Trustee Johnson, Trustee Mathias, Trustee Ottenweller Trustee Rouleau

Nays: None

Motion Carried

Treasurer

a. February 2023 Financial Statements – Natalie drove to the ALA conference and that was why the number of miles was so high. Line item for invoices for 2020, the check apparently got lost so it was reissued.

b. Authorization to transfer \$70,000 to checking account, there was some discussion on how this amount is figured out.

c. I, Trustee Gordon make a motion to approve the treasurer's report and the transfer the \$70,000.00 to the checking account. I, Trustee Bonnar second the motion. A roll call vote was taken.

Ayes: Trustee Bonnar, Trustee Gordon, Trustee Johnson, Trustee Mathias, Trustee Ottenweller Trustee Rouleau

Nays: None

Motion Carried

Secretary

- a. All read and approve the minutes.
- b. No correspondence

4. President's Report

Trustee Corgiat is out of town, nothing to report

5. Director's Report

Mayor's golf outing is coming up on Monday, June 12th. Does anyone want to go to the lunch? Let Director Starosta know so she can register for the event.

Director's University is something that you need to apply to and be accepted. Director Starosta went. It is only for Library directors to get together and discuss things related to Libraries.

Trustees are required to do 3 hours every fiscal year.

6. Committee Reports

a. Advocacy (Trustee Johnson) Nothing tonight

Trustee Johnson said he has a way that he does things at work that schedules who is doing what and who they are to report to. He will talk to Trustee Mathias to work on that.

b. Buildings & Grounds (Trustee Rouleau)

The lights came in for the hallway. Bryant and Trustee Rouleau will get them in.

There was some discussion about the basement. Trustee Rouleau doesn't think it is necessary to get multiple quotes for this project. Trustee Rouleau is going to try to get the person that did the other rooms last time. The project is under \$25,000.00 so it is not required to get 3 bids. There will be more discussion on this at the next Committee of the Whole meeting.

c. Finance (Trustee Bonnar)

Nothing to report tonight

d. Personnel (Trustee Gordon)

Nothing to report tonight

e Policy (Trustee Bonnar, Trustee Ottenweller)

Nothing to report tonight

f. Strategic Planning (Trustee Mathias)

Closed meeting minutes will be discussed later. Trustee Mathias Attended a Fast Forward Library Webinar. One idea is when planning strategic planning he got a flow chart to use for future. SWOT analysis was also discussed in the Webinar.

g. Grants (Director Starosta)

Director applied for the Dollar General grant. She is looking for some grants for digitization costs.

7. New Business

A. Decennial Committee - Director sent Trustees a sample for May 1st. She is looking for an answer to the question about Open Meetings Act training.

B. Service Award – Veronica Martinez – 5 year award, she is ill so she is not here tonight. It will be brought up at the dinner next week.

C. Meeting Room Policy update

I, Trustee Ottenweller make a motion to approve the updated meeting room policy (5.8.3) as presented. I, Trustee Johnson second the motion. All ayes, motion carried.

D. Vacation and Sick Time Policy Update

I, Trustee Gordon make a motion to approve the updated vacation time policy (9.3.13) and sick time policy (9.3.13) as presented. I, Trustee Rouleau second the motion. All ayes, motion carried.

E. Budget Amendment

I, Trustee Mathias make a motion to approve the amendment to the 2022-23 budget as presented. I, Trustee Bonnar second the motion. Roll call vote was taken.

Ayes: Trustee Bonnar, Trustee Gordon, Trustee Johnson, Trustee Mathias, Trustee Ottenweller Trustee Rouleau

Nays: None

Motion Carried

8. Closed Session

I, Trustee Mathias make a motion to go into closed session to review the minutes of the February 12th closed session at 7:02 pm. I, Trustee Johnson second the motion. All ayes, motion carried.

Trustee Mathias gave all trustees a copy of the minutes to review. There was no discussion. When the minutes are released it will be just content. There is a typo that needs to be corrected.

9. I, Trustee Mathias make a motion to close the closed session and return to open session at 7:05 pm. I, Trustee Johnson second the motion. A roll call vote was taken.

Ayes: Trustee Bonnar, Trustee Gordon, Trustee Johnson, Trustee Mathias, Trustee Ottenweller Trustee Rouleau

Nays: None

Motion Carried

10. I, Trustee Mathias make a motion to approve the closed session minutes from February 12, 2022 with the correction of the typo. I, Trustee Ottenweller second the motion. A roll call vote was taken.

Ayes: Trustee Bonnar, Trustee Gordon, Trustee Johnson, Trustee Mathias, Trustee Ottenweller Trustee Rouleau

Nays: None

Motion Carried

11. I, Trustee Rouleau make a motion to adjourn the meeting. I, Trustee Mathias second the motion. All ayes, motion carried.

The next Board meeting is scheduled for May 15, 2023 at 6:00 p.m.

Respectfully Submitted
Jill M. Cannizzo