

NORTH RIVERSIDE PUBLIC LIBRARY DISTRICT

2400 S. DesPlaines Avenue
North Riverside, IL 60546

Minutes of the meeting of June 19, 2023

1. Open of Meeting

A. The meeting was called to order by Trustee Corgiat at 6:10 p.m. Roll call was taken.

Present: Trustee Kathy Bonnar, Trustee Annette Corgiat, Trustee Kyle Johnson,
Trustee John Mathias, Trustee Ken Rouleau

Absent: Trustee Greg Gordon, Trustee Jeanine Ottenweller

Also Present: Jill Cannizzo & Director Starosta was present by Zoom

B. A quorum was established.

C. There were no visitors present tonight.

D. I, Trustee Mathias make a motion to approve the agenda as amended with questions to the May financial statements. I, Trustee Rouleau second 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 Treasurer's Report on the consent agenda. I, Trustee Johnson second the motion. A roll call vote was taken.

Ayes: Trustee Corgiat, Trustee Bonnar, Trustee Johnson, Trustee Mathias,
Trustee Rouleau

Nays: None

Motion Carried

Secretary

a. All read and approve the minutes.

b. No correspondence

Treasurer

a. May 2023 Financial Statements – If you go to the management report on the google drive, on the third page, where it starts with profit and loss, it says July 2022 – May 2023. They are not monthly reports. They are Fiscal Year to Date. There will be a meeting with Lauterbach and Amen scheduled to discuss financial statements and how they are put together.

b. Authorization to transfer \$100,000 to checking account, there was some discussion on how this amount is figured out. This is a large amount. This month is higher than normal because there is vacation payout at the end of the month, for the end of the fiscal year. There was a question about that amount and where it shows in the financial reports. It is listed under payroll. There are also some grants that need to be paid for.

- c. I, Trustee Mathias make a motion to approve the treasurer's report as discussed. I, Trustee Johnson second the motion. A roll call vote was taken.
Ayes: Trustee Corgiat, Trustee Johnson, Trustee Mathias, Trustee Rouleau
Nays: None
Motion Carried

FY24 Meeting and Holiday ordinance was approved as part of the consent agenda.

4. President's Report

A. Nothing to report tonight

B. July 4th parade – A vehicle has been requested. 3 staff members will be in the parade. Candy has come. Library needs to get a vehicle. Trustee Corgiat will look into getting a cart for the parade. Cars are not available from dealerships. If there is not a cart available, they will use a staff members car.

5. Director's Report

a. Director Starosta sends weekly reports please read them and send her any questions

b. Year in review – updated. Director Starosta has updated this and it is posted.

c. Each Board member is to do 3 hours of continuing education each fiscal year.

Director Starosta will be sending an email that shows how many hours each Board member has completed.

6. Committee Reports

A. Advocacy (Trustee Johnson)

Trustee Johnson had nothing tonight.

B. Buildings & Grounds (Trustee Rouleau)

Trustee Rouleau had nothing to report tonight.

There is some work being completed on the HVAC to make sure it is all running well.

C. Finance (Trustee Bonnar)

Trustee Bonnar had nothing to report tonight

D. Personnel (Trustee Gordon)

Trustee Gordon is absent, nothing to report tonight

E. Policy (Trustee Bonnar, Trustee Ottenweller)

Trustee Bonnar has nothing to report tonight

F. Strategic Planning (Trustee Mathias)

Trustee Mathias mentioned that on the Google drive in the income and expense many of the columns have a reference error message right now. Director Starosta will look into it.

G. Grants (Director Starosta)

Continuing to work on the Melon Foundation Grant that is due the end of this week.

7. New Business

There was some discussion before these items were voted on. Trustee Mathias would like to have a chart that shows the revenue, budget and actual expenses. That would help make decisions on what can or cannot be purchased.

A. Working Budget

I, Trustee Mathias make a motion to approve the FY24 working budget as presented. I, Trustee Rouleau second the motion. A roll call vote was taken.

Ayes: Trustee Bonnar, Trustee Corgiat, Trustee Johnson, Trustee Mathias, Trustee Rouleau

Nays: None

Motion Carried

I, Trustee Mathias make a motion to table B and C until more information is given for further analysis. I, Trustee Johnson second the motion. A roll call vote was taken.

Ayes: Trustee Bonnar, Trustee Corgiat, Trustee Johnson, Trustee Mathias, Trustee Rouleau

Nays: None

Motion Carried

B. Capital Improvement Assessment Plan

Tabled until further data is presented to Board members so they have a better understanding of finances.

C. Compensation

Tabled until further data is presented to Board members so they have a better understanding of finances.

8. I, Trustee Rouleau make a motion to adjourn the meeting at 7:31 p.m. I, Trustee Johnson second the motion. All ayes, motion carried.

The next Board meeting is scheduled for July 17, 2023 at 6:00 p.m.

Respectfully Submitted

Jill M. Cannizzo