

NORTH RIVERSIDE PUBLIC LIBRARY DISTRICT

2400 S. DesPlaines Avenue
North Riverside, IL 60546

Minutes of the meeting of May 15, 2023

1. Open of Meeting

A. The meeting was called to order by Trustee Corgiat at 6:04 p.m. Roll call was taken.
Present: Trustee Kathy Bonnar, Trustee Annette Corgiat, Trustee Greg Gordon, Trustee Kyle Johnson, Trustee John Mathias
Trustee Jeanine Ottenweller arrived at 6:07 p.m.
Absent: Trustee Ken Rouleau
Also Present: Natalie Starosta, Library Director; Jill Cannizzo

B. A quorum was established.

C. There were no visitors present tonight.

D. I, Trustee Mathias make a motion to approve the agenda as written. Trustee Johnson 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 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 Gordon, Trustee Johnson, Trustee Mathias

Nays: None

Motion Carried

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

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

Nays: None

Motion Carried

Secretary

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

Treasurer

- a. April 2023 Financial Statements – Trustee Mathias wasn't able to see the financial statements over the weekend to review them. He asked if they can be uploaded on Friday. Director Starosta reported that they are uploaded on Friday and isn't sure why he was unable to see them.
- b. Authorization to transfer \$95,000 to checking account, there was some discussion on how this amount is figured out. There are 3 payrolls and summer reading coming and money needs to be added for that. There is also some grant money that needs to be spent so it needs to be transferred.

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

4. President's Report

Nothing to report tonight

5. Director's Report

- a. Director Starosta sends weekly reports please read them and send her any questions
- b. Year in review Trustee Johnson asked Director Starosta about making more smart goals. Trustee Mathias asked how she determines which seminars she goes to. He gets a lot of emails about so many conferences and seminars, how do you decide? Director Starosta reported that it is depending on what she is working at that time.

6. Committee Reports

A. Advocacy (Trustee Johnson)

Trustee Johnson and Trustee Mathias met and worked on some goals. He asked that be added to the next meeting of the whole agenda.

B. Buildings & Grounds (Trustee Rouleau)

There was a conflict with the lift so the lights will be installed next week when they can get that.

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)

- a. Trustee Mathias made the correction to the closed meeting minutes. He has a copy if anyone wants to see it.
- b. The plastic window to harden the front of the building is still on his list.
- c. Director Starosta is looking into upgrading the security cameras to hi resolution. They are old and not hi def.
- d. In preparation of the next meeting of the whole, Trustee Mathias shared with all Board members information on what to look at before the staff evaluations and raises are figured out.
- e. What would it take for the Library to be open until 8 instead of 7. Director Starosta reported that it would take additional staff. At the moment it is a work in progress.

G. Grants (Director Starosta)

Invited to apply for the Melon Foundation grant for memory labs. Director Starosta filled out the paperwork and it should take until the end of the year. It is still in the preliminary stage.

Donations collected in the amount of \$525 so far for the Summer reading program from businesses in the community and are hoping to continue to get more.

7. New Business

A. Swearing in new trustees

Trustee Corgiat, Trustee Johnson and Trustee Bonnar were sworn in. Trustee Mathias signed them and they will be filed.

B. Decennial Committee – Trustee Gordon sent the minutes from the meeting.

Everyone got them and read them. Trustee Gordon feels good about the process. The next meeting is October 16th.

C. Capital Improvement Assessment Plan

Tabled until next meeting.

I, Trustee Gordon make a motion to table the Capitol Improvement vote.

I, Trustee Mathias second the motion. All ayes, motion carried.

D. Director's Review

The changes are mostly just to streamline the form. Trustee Gordon went over some of the changes. These changes are for this review and may also change in the future.

I, Trustee Gordon make a motion to approve the changes to the director's review form as presented with the addition of one sentence. I, Trustee Johnson second the motion. All ayes, motion carried.

E. HR Source Salary Survey

Director Starosta sent an email to Trustee Corgiat and Trustee Gordon about this. For the 12 employees they are estimating they can do it in 2024 and it will cost \$3,000.00. There was some discussion. Director Starosta said she feels it is not worth the money since she can do it with IPLAR data. This should be on the committee of the whole agenda for further discussion.

11. I, Trustee Gordon 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 June 19, 2023 at 6:00 p.m.

Respectfully Submitted

Jill M. Cannizzo