**North Riverside Public Library**

2400 S. Des Plaines Avenue

## North Riverside, Illinois 60546

Minutes

Committee of the Whole

Board of Trustees

July 3th, 2023

6:00 PM

1. **Open of Meeting**
   1. Meeting was called to order by Annette Corgiat at 6pm.
   2. Determination of quorum: In attendance: Annette Corgiat, Greg Gordon, John Mathias, Ken Rouleau, Jeanne Ottenweller. Attending virtually: Kyle Johnson who joined at 6:05pm. Absent: Kathy Bonnar.
   3. Recognition of visitors to the meeting: Also in attendance Natalie Starosta.
   4. Approval of agenda and requested changes to agenda: Secretary Mathias made a motion to approve the agenda as presented. Trustee Rouleau seconded. All aye.
2. **Open Forum**

No Comments.

1. **Minutes**
   1. Review Minutes of June 5th, 2023 Committee of Whole Meeting. The minutes were located in a different folder and need to be moved. Director Starosta will move them.
2. **Finance**
   1. FY24 draft Budget – No discussion.
   2. Building and Maintenance Ordinance – Director Starosta presented the annual B&M Ordinance. No questions. Item will be added to the July Board meeting agenda.
   3. Budget and Appropriations Ordinance - Director Starosta presented the annual B&A Ordinance and explained the ordinance. Secretary Mathias commented that this must be a mechanism for keeping the library from going over budget. Director Starosta explained the process of amending your B&A Ordinance when necessary.
3. **Advocacy**

No additional information about a chart of responsibilities.

* 1. Centennial Celebration- July 30th – No comments.
  2. Advocacy webinars – No comments.

1. **Building & Grounds** 
   1. Capital Improvement Plan – Trustee Rouleau discussed the need to move forward with this in light of the upcoming IPLAR and the Board’s desire the have better information for financial planning. He recommends Studio GC. Motion will be put on the Board agenda for July.
   2. Lower Level update discussion – Trustee Rouleau discussed the quote to renovate the former periodicals/storage room and create a usable space open to the public as well as a work room for the youth services department. Director Starosta will create a financial plan for paying for the improvements.
2. **Personnel** 
   1. Director’s Review – Vice President Gordon distributed the review today and would like everyone to reflect on it Item moved to August Board meeting.
   2. FY24 Compensation discussion – Vice President Gordon asked that this be moved forward to the Board agenda for July to show our staff that the Board values them. Secretary Mathias would like to see additional financial data before making a decision. President Corgiat would like the Board to return to the previous plan which was to allocate a specific amount of money for the Director to distribute as she sees fit to staff.
3. **Policy** 
   1. Retirement recognition policy draft – Vice President Gordon was concerned about providing a leaf on the donor tree for years of service but after Director Starosta’s explanation, accepted the idea. There were several concerns over giving a plaque to Trustees at the completion of their service as some trustees have left on less positive terms. Director Starosta is working to update. Item to be added to the July Board meeting agenda.
4. **Strategic Planning**
   1. Chapter 11 in IL Standards – Secretary Mathias reviewed Chapter 11. No discussion.
5. **Other Business**
   1. Brainstorm Committee Responsibilities and Expectations – no discussion.
6. **Adjournment**

Motion made by Trustee Rouleau to adjourn the meeting at 7:53pm. Seconded by Vice President Gordon. All aye.

The Library Board meeting is scheduled for Monday, July 17th, 2023 at 6:00pm.