

NORTH RIVERSIDE PUBLIC LIBRARY DISTRICT

2400 S. DesPlaines Avenue
North Riverside, IL 60546

Minutes of the meeting of July 17, 2023

1. Open of Meeting

A. The meeting was called to order by Trustee Corgiat at 6:07 p.m. Roll call was taken.

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

Absent: Trustee Greg Gordon

Also Present: Jill Cannizzo & Director Starosta, Nicole Kozlowski from Lauterbach & Amen accounting firm

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 June financial statements and the transfer of \$80,000 and with the addition of setting a slate of officers at the Board Action Log in the president's report. I, Trustee Rouleau second the motion. All ayes, motion carried.

2. Open Forum

No one was present.

3. Nicole Kozlowski from Lauterbach & Amen talked about how to get a better picture of cash flow. She made a power point presentation and explained it to everyone. Trustee Mathias also talked about how this can be used for future. Nicole said that she can try to have financial reports including the cash flow chart to Director Starosta to put on the Google Drive so that the Board can look at them by the Wednesday before the meeting.

4. Consent Agenda

A. I, Trustee Mathias make a motion to approve the consent agenda with the removal of letters a and b from the Treasurer's Report for further questioning. I, Trustee Johnson second the motion. A roll call vote was taken.

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

Nays: None

Motion Carried

Secretary

a. All read and approve the minutes.

b. No correspondence

Treasurer

a. June 2023 Financial Statements – If you look at the check detail, there was a question about the Capital One check. Director Starosta said it was a duplicate check because they did not receive the first check.

- b. There was some discussion about the \$80,000 transfer. There are 3 payrolls in August. Trustee Mathias would like to see the Agenda show where the transfer is coming from and what the balance is.

5. President's Report

A. Board Action Log

Nominations for officers of the Board which will be voted on next month.

Trustee Mathias nominated Trustee Corgiat to be President. Trustee Johnson seconded the nomination.

Trustee Corgiat nominated Trustee Gordon to be Vice President. Trustee Rouleau seconded the nomination.

Trustee Corgiat nominated Trustee Mathias to be Treasurer. Trustee Rouleau seconded the nomination.

Trustee Corgiat nominated Trustee Johnson to be secretary. Trustee Mathias seconded the nomination.

These nominations are for 2 years. This slate of officers will be voted on next month.

There was some discussion about the quarterly newsletters. Some people are not getting them in the mail. There is nothing that the Board can do, they go to the Post Office and then they are in control at that point.

6. Director's Report

A. Director Starosta sends weekly emails. If there any questions about these reports, email her. New website should be up soon. She will send an email to Board members once that is done.

7. Committee Reports

A. Advocacy (Trustee Johnson)

Trustee Johnson had nothing tonight.

B. Buildings & Grounds (Trustee Rouleau)

Trustee Rouleau reported that Larry the contractor that looked at the basement reached out to see where things are with the project. He was told that there should be some decision by next month. Board members need to see final costs and what the project entails before voting on this.

Somehow the HVAC got hacked and the settings were all messed up. This has been fixed.

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 & Trustee Ottenweller have nothing to report tonight

F. Strategic Planning (Trustee Mathias)

Trustee Mathias had nothing to report tonight

G. Grants (Director Starosta)

Applied for ALA grant and in process of applying for holocaust exhibit grant.

8. New Business

A. Capital Improvement Assessment Plan

I, Trustee Rouleau make a motion to approve the bid in the amount of \$9,750.00 from Studio GC as presented. I, Trustee Ottenweller second the motion. A roll call vote was taken.

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

Nays: None

Motion Carried

B. Compensation

Tabled until next meeting so there is more time to look at this further. There was some discussion.

I, Trustee Mathias make a motion to table the compensation proposal until next meeting. I, Trustee Ottenweller second the motion. All ayes, motion carried.

C. Building and Maintenance Ordinance

I, Trustee Rouleau make a motion to approve the proposed Building and Maintenance Ordinance as presented. I, Trustee Mathias second the motion.

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

Nays: None

Motion Carried

D. Retirement Recognition Policy

I, Trustee Rouleau make a motion to approve the proposed Retirement Recognition Policy as presented. I, Trustee Johnson second the motion.

All in favor, Motion Carried

E. Budget and Appropriation Ordinance

It was discussed at Committee of the Whole and will be on the August agenda to be voted on.

8. I, Trustee Mathias make a motion to go into closed session under 2(c)(21)

Discussion of minutes of meetings lawfully closed under the Open Meetings Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06 of the Open Meetings Act. I, Trustee Rouleau second the motion. All ayes, motion carried.

I, Trustee Mathias make a motion to return to open session. I, Trustee Rouleau seconded the motion. All ayes, motion carried.

I, Trustee Mathias make a motion to release the minutes of February 20, 2023. I, Trustee Rouleau seconded the motion. All ayes, motion carried.

9. 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 August 21, 2023 at 6:00 p.m.

Respectfully Submitted

Jill M. Cannizzo