**North Riverside Public Library**

2400 S. Des Plaines Avenue

## North Riverside, Illinois 60546

Minutes

Committee of the Whole

Board of Trustees

February 5th, 2024

6:00 PM

1. **Open of Meeting**
   1. Call to order – Meeting was called to order by Vice President Greg Gordon at 6:03pm.
   2. Determination of quorum – In attendance: Greg Gordon, Ken Rouleau, Kathy Bonnar, Jeanne Ottenweller; virtually attending John Mathias. Absent: Annette Corgiat, Kyle Johnson. Also attending – Natalie Starosta.
   3. Recognition of visitors to the meeting – No visitors.
   4. Approval of agenda and requested changes to agenda – Motion made by Trustee Rouleau to approve the agenda as presented. Seconded by Trustee Ottenweller. Vote: All aye. Motion carried.
2. **Open Forum**

No audience members were present.

1. **Advocacy**
   1. Director Starosta gave an update on SB2787, the proposed bill to increase the threshold for the formal bid process.
2. **Building & Grounds** 
   1. Capital Improvement Plan (contingent on availability) – Tabled until March Committee of the Whole.
   2. Lower Level update discussion – There was a discussion about if this has been voted on yet.
   3. Painting/wall repair quote – Director Starosta will request an updated quote and this will be put on the February Board agenda as an action item.
3. **Finance**
   1. Treasurer Mathias is waiting to see funding be deposited from the beginning of the year taxes which are due on March 1st.
4. **Personnel** 
   1. Review quote for benchmarking salary – Vice President Gordon discussed the quote for 14 job positions. This will be added as an action item to the February Board meeting agenda.
5. **Policy** 
   1. Review section 1 / 2 of the NRPLD Policy Manual – Section 2 (Finance) is delayed while Director Starosta works with our accounting and audit firm for policy recommendations. The Board discussed Section 1 (Board Bylaws). Section 3.5, 4.2 and 5.7 were found to have items that need to be updated. Updates will be made and brought to the March Committee of the Whole meeting.
6. **Strategic Planning**
   1. Trustee Manual – Tabled until March Committee of the Whole.
   2. Discussion of Committee Responsibilities and Expectations – Tabled until March Committee of the Whole.
7. **Other Business**
   1. Annexation discussion – Hines - Hospital area – Tabled until March Committee of the Whole.
8. **Adjournment**

Trustee Rouleau made a motion to adjourn the meeting at 7:03pm. Motion seconded by Trustee Ottenweller. Vote: all aye. Motion carried.

The Library Board meeting is scheduled for Monday, November 20th, 2023 at 6:00pm.