

# NORTH RIVERSIDE PUBLIC LIBRARY DISTRICT

2400 S. DesPlaines Avenue  
North Riverside, IL 60546

## Minutes of the meeting of August 8, 2016

### 1. Open of Meeting

The meeting was called to order by President Corgiat at 7:33 p.m. Roll call was taken.

Present: Annette Corgiat, Greg Gordon, Mary Lee, Ken Rouleau, Elizabeth Tomasek

Absent: P.J. Folz, Brad Lanken

Also Present: Ted Bodewes, Director; Jean DiMonte of DiMonte and Assoc;  
Jill Cannizzo

A quorum was established.

Trustee Tomasek made a motion to approve the agenda as presented. Trustee Rouleau seconded the motion. All in favor, Motion carried

### 2. Open Forum

No one was present

### 3. Financial Reports

A Treasurer Lanken is absent. Report is written tonight. There is no additions or changes to the report.

B Jean DiMonte presented the financial reports for the month ending July 31, 2016.

### 4. Consent Agenda

Trustee Lee made a motion to approve the consent agenda with the transfer of \$70,000.00 and warrant list #16-07 in the amount of \$ and warrant list 16-08 in the amount of \$. Trustee Gordon seconded the motion. Roll call vote was taken.

Ayes: Annette Corgiat, Greg Gordon, Mary Lee, Ken Rouleau, Elizabeth Tomasek

Nays: None

Motion carried

### 5. Committee Reports

A. Buildings and Grounds (Ken Rouleau, chair)

Meeting was last Monday. Nothing exciting happened. There was some movement on the Arlene memorial, just waiting for the check from the attorney. There was work on the condenser bill has not come yet. Backflow was repaired. Parking lot is done, landscaping is done. The concrete is the next thing to work on before the next part of the landscaping. Ken will bring his pressure washer and clean things that need to be done.

B. Finance (Brad Lanken, chair)

1. Approval of warrant list #16-07a - There isn't one tonight

2. Approve renewal of audit contract with O'Neill & Gaspardo

Trustee Gordon made a motion to approve the contract. Trustee Tomasek seconded the motion. All in favor, motion carried.

3. Approve posting of 2016 Budget and Appropriation Ordinance

Trustee Tomasek made a motion to approve the posting of the 2016 Budget and Appropriation Ordinance. Trustee Lee seconded the motion. All in favor, motion carried.

4. Approve 2016 Building and Maintenance Ordinance

Trustee Rouleau made a motion to approve the 2016 Building and Maintenance Ordinance. Trustee Tomasek seconded the motion. All in favor, motion carried.

C. Strategic Planning (Greg Gordon, chair)

Trustee Gordon asked about the micro surveys. Director Bodewes is working on that with staff.

D. Personnel (PJ Folz, Chairman)

There are no necessary changes to the library policies for the FLSA and ACA.

2. Engagement of outside consultant

Trustee Rouleau made a motion to hire the consultant for the hiring of a new director. Trustee Gordon seconded the motion. All in favor, motion carried.

E. Policy (Elizabeth Tomasek, Chairman)

Nothing tonight.

**6. President**

a. Employee Appreciation Dinner

It will be held on Friday, August 19<sup>th</sup> at 6:00 at Miller's Ale House. Clock was ordered for the 10 year anniversary people and a pen for 5 year anniversary. Some people have RSVP to Angelica. Board members let her know if you will be there.

b. IPLAR

The IPLAR is a 34 page document that summarizes everything the Library does throughout the year. It is done for the state library. It is completed by the director. It is done and will be submitted. It is sent digitally by the director and doesn't require a signature.

c. Holiday Closings

Trustee Tomasek made a motion to approve the Holiday closings for the 2017 calendar. Trustee Rouleau seconded the motion. All in favor, motion carried.

d. Autumn Fest

It is September 16<sup>th</sup>. Barbara Silvestri is not going to make the chili this year. Three other employees will make the chili together. Everything is under control.

**7. Other Action Items**

Trustee Rouleau made a motion to approve the June 13<sup>th</sup> Board Meeting Minutes, June 13<sup>th</sup> Finance Committee Meeting, and June 6<sup>th</sup> Buildings and Grounds Committee Meeting. Trustee Lee seconded the motion. All in favor, motion carried.

## **8. Information Items**

- a. Committee Meetings - All September committee meetings are September 12<sup>th</sup>
- b. Calendar - Staff Appreciation, Aug 19<sup>th</sup>, Winter hours resume on September 11<sup>th</sup>, Director Bodewes last official day is September 9<sup>th</sup>.
- c. Memorial Books Report - PJ donated a book in memory of a coworker's mother.
- d. Correspondence - Nothing
- e. Board Action Log- All up to date
- f. Trustee Continuing Education - A law was just passed that libraries can sell alcohol at functions.
- g. Grants - Per Capita Grant came in June in the amount of \$
- h. Advocacy - Board members and employees went to the White Sox game. It was a fun time. Library was in the 4<sup>th</sup> of July parade.
- i. Rails and SWAN - nothing tonight

## **9. Adjournment**

Trustee Rouleau made a motion to adjourn the meeting at 8:04 p.m. Trustee Lee seconded the motion. All in favor, motion carried.

Respectfully Submitted  
Jill M. Cannizzo