

**NORTH RIVERSIDE PUBLIC LIBRARY DISTRICT**

2400 S. DesPlaines Avenue  
North Riverside, IL 60546

**Minutes of the meeting of February 20, 2018**

**1. Open of Meeting**

A. The meeting was called to order by Trustee Corgiat at 7:30 p.m. Roll call was taken.

Present: Annette Corgiat, Greg Gordon, Brad Lanken, Ken Rouleau, Priscilla Skenandore

Absent: P. J. Folz, Al Pineda

Also Present: Interim Director Marilyn Boria; Natalie Bazan, new Director; Jean DiMonte of DiMonte and Assoc; Jill Cannizzo

B. A quorum was established.

C. There were no visitors at the meeting

D. Trustee Rouleau made a motion to approve the agenda as amended. Trustee Gordon seconded the motion. A roll call vote was taken.

Ayes: Annette Corgiat, Greg Gordon, Brad Lanken, Ken Rouleau, Priscilla Skenandore

Nays: None

Motion carried

**2. Open Forum**

No visitors

**3. Financial Reports**

A. Treasurer Lanken reported the account balances and presented the treasurers report.

Treasurer Lanken made a motion to approve the treasurer's report as presented. Trustee Rouleau seconded the motion. All Ayes, motion carried.

B. Jean DiMonte presented the financial reports for the month ending January 31, 2018.

Jean brought it to the attention of the Board that the account for the restricted funds is not being used currently and is costing \$3.95 per month to keep it open.

Treasurer Lanken made a motion stating that while the director is at the bank tomorrow she will close this account and put the money into the operating account. Trustee Gordon seconded the motion. A roll call vote was taken.

Ayes: Annette Corgiat, Greg Gordon, Brad Lanken, Ken Rouleau, Priscilla Skenandore

Nays: None

Motion carried

C. Finance Committee Report - Trustee Lanken presented the report.

D. Trustee Lanken made a motion to approve the financial statements as presented. Trustee Rouleau seconded the motion. A roll call vote was taken.  
Ayes: Annette Corgiat, Greg Gordon, Brad Lanken, Ken Rouleau, Priscilla Skenandore  
Nays: None  
Motion carried

E. Trustee Lanken made a motion to approve Warrant List #18-02 in the amount of \$34,867.84 Trustee Rouleau seconded the motion. A roll call vote was taken.  
Ayes: Annette Corgiat, Greg Gordon, Brad Lanken, Ken Rouleau, Priscilla Skenandore  
Nays: None  
Motion carried

F. Trustee Lanken made a motion transfer \$80,000.00. Trustee Skenandore seconded the motion. A roll call vote was taken.  
Ayes: Annette Corgiat, Greg Gordon, Brad Lanken, Ken Rouleau, Priscilla Skenandore  
Nays: None  
Motion carried

#### **4. Committee Reports**

##### **A. Buildings and Grounds (Ken Rouleau, chairman)**

Trustee Rouleau reported that the stairway lights are now working and are all LED now. Also, Saturday Bryant, Ken and Alex filled a dumpster with stuff that they cleaned up.

1. Trustee Rouleau made a motion to approve the proposal from AMS in the amount of \$300.00 to diagnose the problem with the parking lot lights and then present a proposal for repairing them. Trustee Gordon seconded the motion. All ayes, motion carried.

2. There was some discussion about repairing or replacing the exit lights. The batteries needed to repair them are no longer made so the company would have to make them and it could take up to 2 weeks. It was agreed upon that Director will contact them and get a quote for replacing the lights instead. This is tabled until next meeting when both quotes are prepared.

3. Trustee Rouleau made a motion to approve installation of a can light in the woman's restroom in the amount of \$180. Trustee Gordon seconded the motion. All ayes, motion carried.

4. Trustee Rouleau made a motion to approve the proposal from Quinlan Security Systems for CCTV upgrade. Trustee Skenandore seconded the motion. All ayes, motion carried.

5. Service and inspection log  
Ken will set up a meeting with the new director and work on these.

4. Repair Log  
Nothing more tonight

B. Strategic Planning (P.J. Folz, chairman)

Nothing tonight

C. Personnel (Greg Gordon, chairman)

Nothing to report tonight

D. Policy (Priscilla Skenandore, chairman)

1. Trustee Skenandore made a motion to approve the Emergency Closing policy as presented. Trustee Rouleau seconded the motion. All ayes, motion carried

2. Trustee Skenandore made a motion to approve the Library Closing Updated List as presented. Trustee Rouleau seconded the motion. All ayes, motion carried

**5. President**

The Foundation needs to have a meeting to discuss upcoming fundraisers. They would like to meet on Friday in the Library meeting room. All present Board members agreed. The Foundation will meet in the meeting room on Friday at 6:00 p.m.

**6. Other Action Items**

A. Approval of minutes

Trustee Rouleau made a motion to approve the minutes of the January 16, 2018 Board meeting, January 29, 2018 Special Board meeting and January 29, 2018 Special Board meeting Closed Minutes as presented. Trustee Gordon seconded the motion. All ayes, motion carried.

B. Trustee Lanken made a motion to approve a stipend in the amount of \$1,000 for the library consultant. Trustee Gordon seconded the motion. All ayes, motion carried.

**7. Information Items**

A. Committee meetings - None tonight

B. Calendar - All up to date

C. Memorial Books Fund - Nothing tonight

D. Correspondence - None tonight

E. Board Action Log - All up to date

F. Trustee Continuing Education - There is a Marketing Conference on April 20<sup>th</sup> 9:30 a.m. until 3:00 p.m. Director Bazan will email the information to Board members please let her know if you wish to attend and she will register.

G. Grants - There is a grant available from ComEd for lighting. Director Bazan and Trustee Rouleau will look into this further before the parking lot lights are done.

H. Advocacy - Nothing tonight

I. RAILS & SWAN - Brittany is going to training from SWAN.

## **8. Adjournment**

Trustee Rouleau made a motion to adjourn the meeting at 8:15 p.m. Trustee Lanken seconded the motion. All ayes, motion carried.

Respectfully Submitted  
Jill M. Cannizzo