

NORTH RIVERSIDE PUBLIC LIBRARY DISTRICT

2400 S. DesPlaines Avenue
North Riverside, IL 60546

Minutes of the meeting of April 14, 2017

1. Open of Meeting

The meeting was called to order by President Corgiat at 7:32 p.m. Roll call was taken.

Present: Annette Corgiat, P.J. Folz, Brad Lanken, Mary Lee, Ken Rouleau, Elizabeth Tomasek

Absent: Greg Gordon

Also Present: Lorene Kennard, Director; Jean DiMonte of DiMonte and Assoc; Jill Cannizzo, Heidi Rouleau new trustee to be sworn in during this meeting.

A quorum was established.

Trustee Lanken made a motion to approve the agenda with the revised transfer amount of \$50,000 from \$70,000. Trustee Lee seconded the motion. Roll call vote was taken.

Ayes: Annette Corgiat, P.J. Folz, Brad Lanken, Mary Lee, Ken Rouleau, Elizabeth Tomasek

Nays: None

Motion carried

2. Open Forum

Raul, Priscilla, Paul and Fred were present.

3. Financial Reports

A. Treasurer Lanken reported the account balances.

Trustee Lanken made a motion to approve the treasurer's report dated April 10, 2017 as presented. Trustee Rouleau seconded the motion. A roll call vote was taken.

Ayes: Annette Corgiat, P.J. Folz, Brad Lanken, Mary Lee, Ken Rouleau, Elizabeth Tomasek

Nays: None

Motion carried

Treasurer Lanken is going to send Jean an email with several journal entries that are not checking out right. Then when she has the clarification, he can meet with her or she can come to the next committee meeting to clarify these items. There should not be anyone adding a code. Some accounts need to be made inactive. The April warrant list, none of the checks are tying into the PNL accounts.

B. Jean DiMonte presented the financial reports for the month ending March 31, 2017. There was an insurance reimbursement that came in and some donations for the printing of the newsletter. In the money market there is \$390,000.00 in tax money deposited.

4. Consent Agenda

Trustee Lanken made a motion to approve the consent agenda with the transfer of \$50,000.00 and warrant list #17-04 in the amount of \$24,774.31. Trustee Rouleau seconded the motion. A roll call vote was taken.

Ayes: Annette Corgiat, P.J. Folz, Brad Lanken, Mary Lee, Ken Rouleau, Elizabeth Tomasek

Nays: None

Motion carried

5. Committee Reports

A. Buildings and Grounds (Ken Rouleau, chair)

There was not a committee meeting. Ken met with Lorene to discuss some of the bids.

1. Service and Inspection Log -.All up to date. Ken questioned the boiler inspection is on every other year but he said the state does it every year. Ken will get together 3 companies and get prices to maintain the entire system rather than using 2 companies to do it. It would make more sense to have only one company doing it. The blower on the HVAC needs to be replaced. They got it running again for now but it needs to be replaced.
2. Repair Log - All up to date

B. Finance (Brad Lanken, chairman)

1. Approval of Warrant List 17-04

2. Approve PTAB settlement proposal - Riverside Golf Course

Treasurer Lanken mad a motion to approve the PTAB settlement from Riverside Golf Course in the amount of \$4501.00. Trustee Rouleau seconded the motion. A Roll call vote was taken.

Ayes: Annette Corgiat, P.J. Folz, Brad Lanken, Mary Lee, Ken Rouleau, Elizabeth Tomasek

Nays: None

Motion carried

C. Strategic Planning (Greg Gordon, chair)

Greg is absent tonight, no report.

D. Personnel (PJ Folz, Chair)

Nothing to report tonight

E. Policy (Elizabeth Tomasek, Chair)

Trustee Tomasek met with Director Kennard and now is ready to schedule a committee meeting to go over a few policies. The meeting will be on Monday, May 8, 2017 at 6:30 p.m. before the 7:00 p.m. finance meeting and the 7:30 p.m. Board meeting.

6. President

Nothing tonight

7. Other Action Items

Trustee Tomasek made a motion to approve the March 13, 2017 Board Meeting, March 13, 2017 Finance Committee Meeting. Trustee Lee seconded the motion. All in favor, motion carried.

8. Information Items

a. Committee Meetings - Next Board meeting is on May 8, 2017 at 7:30 p.m.

Policy committee meeting is on Monday, May 8th at 6:30 p.m.

Finance Committee meeting is on Monday, May 8th at 7:00 p.m.

b. Calendar - add finance meeting

c. Memorial Books Report - nothing new to report tonight

d. Correspondence - nothing tonight

E. Board Action Log- all up to date

f. Trustee Continuing Education - nothing tonight

g. Grants - nothing tonight

h. Advocacy - nothing tonight

i. Rails and SWAN - nothing tonight

A proclamation recognizing the retiring of Mary Lee from the Library Board after 20 years of service was read by Director Corgiat. It was presented to Mary along with her picture and a gift.

Fred Smith questioned why the Library is closed for Good Friday and Easter Sunday since they are both religious holidays. It is a violation of constitutional law. The Board replied that they will look into that and then report on it at the next meeting. Fred is asking that it be changed right now for this year. Director Lorene will call the lawyer and ask what should be done. It has already been voted on for this year. He was asked to put it in writing for the next year so that when dates are discussed and voted on they can consider that.

9. Adjournment

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

Respectfully Submitted
Jill M. Cannizzo