

# **NORTH RIVERSIDE PUBLIC LIBRARY DISTRICT**

2400 S. DesPlaines Avenue  
North Riverside, IL 60546

## **Minutes of the meeting of December 12, 2016**

### **1. Open of Meeting**

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

Present: Annette Corgiat, Greg Gordon, Brad Lanken, Ken Rouleau, Elizabeth Tomasek

Absent: P.J. Folz, Mary Lee

Also Present: Lorene Kennard, Director; Jean DiMonte of DiMonte and Assoc; Nathan Pasbrig of O'Neil and Gaspardo, Jill Cannizzo

A quorum was established.

Trustee Lanken made a motion to approve the agenda with the change of transfer amount to \$80,000. Trustee Gordon seconded the motion. All in favor, Motion carried

### **2. Open Forum**

Jim and Myra Zak were present.

### **3. Financial Reports**

A Treasurer Lanken reported account balances.

Treasurer Lanken made a motion to accept the treasurer report for December 2, 2016 as presented. Trustee Gordon seconded the motion. A roll call vote was taken.

Ayes: Annette Corgiat, Greg Gordon, Brad Lanken, Ken Rouleau, Elizabeth Tomasek

Nays: None

Motion carried.

B Jean DiMonte presented the financial reports for the month ending November 30, 2016.

#### **C Finance Committee Report**

Nathan Pasbrig of O'Neill and Gaspardo was present to go over the financial statements for the 2015-16 audit. The audit report is basically the same format as in past years. Treasurer Lanken asked a few questions about a few things. Trustee meals - he suggested to talk to the Library attorney to finalize this. The Library is not to pay for meals for trustees. President Corgiat is looking into this with the lawyer.

Retire the debt service - Nathan made a suggestion to transfer the money and then make another motion to close the debt service.

Treasurer Lanken reported that the Board will reclassify the funds to match the audit funds.

Tax Levy with IMRF It is not something that the Library has a choice about. Jean will call the county again and see what she can find out and then will report back.

This year, the Levy is more for the general fund and less for the building fund.

## 2. Approve 2015-16 Audit

Tabled until next month when the final copy is received. Nathan was only able to bring a draft to this meeting as his boss was unable to authorize the final copy.

## 4. Consent Agenda

Trustee Corgiat made a motion to approve the consent agenda with the transfer of \$80,000.00 and warrant list #16-11 in the amount of \$42,190.39. Trustee Tomasek seconded the motion. A roll call vote was taken.

Ayes: Annette Corgiat, Greg Gordon, Brad Lanken, Ken Rouleau, Elizabeth Tomasek

Nays: None

Motion carried.

## 5. Committee Reports

### A. Buildings and Grounds (Ken Rouleau, chair)

Buildings and Grounds meetings will now be combined on the night with the finance committee and board meetings at 7:00 p.m.

1. Service and Inspection Log - all up to date

2. Repair Log - looking for carpet to repair by the copy machine, looking for a new electrician, no major returns were done

3. Technology - nothing new tonight

### B. Strategic Planning (P.J. Folz, chair)

Nothing to report this evening

### C. Personnel (Greg Gordon, Chair)

The Board officially welcomed the new Director, Lorene Kennard

### D. Policy (Elizabeth Tomasek, Chair)

There are no new policies to discuss tonight.

## 6. President

A. 2017 Meeting dates. The Board will meet the 2<sup>nd</sup> Monday of each month at 7:30 p.m. Jan 9, Feb 13, March 13, April 10, May 8, June 12, July 10, Aug 14, Sept 11, Oct 9, Nov 13<sup>th</sup>, Dec. 11<sup>th</sup> of 2017.

B. Per Capita Grant review of Chapter 6. This is required by the state in order to get a pittance. This year the Board is to read chapter 6 in order to receive this \$.75 per person. The Board all agreed that they read and are therefore in compliance.

## 7. Other Action Items

Trustee Rouleau made a motion to approve the November 14, 2016 Board Meeting Minutes, November 14, 2016 Finance Committee Meeting and October 3, 016 Buildings and Grounds committee meeting. Trustee Tomasek seconded the motion. A roll call vote was taken.

Ayes: Annette Corgiat, Greg Gordon, Brad Lanken, Ken Rouleau, Elizabeth Tomasek  
Nays: None,  
Motion carried.

### **8. Information Items**

- a. Committee Meetings - none set tonight Committee heads need to meet with Lorene, those meeting will be set up in January.
- b. Calendar - for future calendar, change buildings and grounds meeting to 7:00 on the same night at the Board meetings. Library is closed on the weekends for Christmas Eve, Christmas Day and New Years Eve and New Years Day.
- 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 - noting tonight
- g. Grants - nothing tonight
- h. Advocacy - nothing tonight
- i. Rails and SWAN - Lorene went to the SWAN meeting on December 1<sup>st</sup>. It was fine, she got to meet all of the directors from the area which was nice. They are looking to add a bunch of small libraries into swan. This is still in the beginning stages. There will be another meeting in January

### **9. Adjournment**

Trustee Lanken made a motion to adjourn the meeting at 8:32 p.m. Trustee Gordon seconded the motion. All in favor, motion carried.

Respectfully Submitted  
Jill M. Cannizzo