

NORTH RIVERSIDE PUBLIC LIBRARY DISTRICT

2400 S. DesPlaines Avenue
North Riverside, IL 60546

Minutes of the meeting of February 13, 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, Greg Gordon, Brad Lanken, Ken Rouleau, Elizabeth Tomasek

Absent: Mary Lee

Also Present: Lorene Kennard, Director; Jean DiMonte of DiMonte and Assoc; Jill Cannizzo

A quorum was established.

Trustee Lanken made a motion to approve the agenda with the transfer amount of \$80,000. Trustee Tomasek seconded the motion. Roll call vote was taken.

Ayes: Annette Corgiat, P.J. Folz, Greg Gordon, Brad Lanken, Ken Rouleau, Elizabeth Tomasek

Nays: None

Motion carried

2. Open Forum

No visitors were present.

3. Financial Reports

A Treasurer Lanken reported the account balances.

Treasurer Lanken made a motion to approve the treasurer's report as presented.

Trustee Tomasek seconded the motion. A roll call vote was taken.

Ayes: Annette Corgiat, P.J. Folz, Greg Gordon, Brad Lanken, Ken Rouleau, Elizabeth Tomasek

Nays: None

Motion carried

B Jean DiMonte presented the financial reports for the month ending January 31, 2017. The Levi is in to the county. There will be a letter coming from the county.

C Finance Committee Report

1. Transfer debt service

Tabled until next month after Treasurer Lanken talks to the auditor Nathan.

2. Rename funds to match audit

Trustee Lanken made a motion to remane funds to match the audit.

Trustee Tomasek seconded the motion. A roll call vote was taken.

Ayes: Annette Corgiat, P.J. Folz, Greg Gordon, Brad Lanken, Ken Rouleau, Elizabeth Tomasek

Nays: None

Motion carried

3. Approve PTAB settlement proposal

Trustee Lanken made a motion to approve the PTAB settlement proposal. Trustee Rouleau seconded the motion. A roll call vote was taken.
Ayes: Annette Corgiat, P.J. Folz, Greg Gordon, Brad Lanken, Ken Rouleau, Elizabeth Tomasek
Nays: None
Motion carried

4. Consent Agenda

Trustee Lanken made a motion to approve the consent agenda with the transfer of \$80,000.00 and warrant list #17-02 revised in the amount of \$38,966.53. Trustee Gordon seconded the motion. A roll call vote was taken.
Ayes: Annette Corgiat, P.J. Folz, Greg Gordon, Brad Lanken, Ken Rouleau, Elizabeth Tomasek
Nays: None
Motion carried

5. Committee Reports

A. Buildings and Grounds (Ken Rouleau, chair)

1. Service and Inspection Log - all up to date

2. Repair Log - nothing new after the last meeting. Lorene is working on securing 2 to 3 estimates for all repairs and then Lorene and Ken will meet to discuss them.

Front doors the estimate is \$15,000.00 to replace them or \$2,000.00 each door to fix them. They are requiring half for a down payment. There is a check for half in tonight's warrant list. There is some discussion about this. The money will come from the annuity. It has to be done because the doors are now dangerous for handicapped people or anyone that uses the handicapped buttons. This is an emergency situation as it is dangerous and someone can get hurt.

3. Approve new network switches

Trustee Rouleau made a motion to approve the new network switches that need to be replaced in the amount of \$2,644.79. Trustee Gordon seconded the motion. A roll call vote was taken.

Ayes: Annette Corgiat, P.J. Folz, Greg Gordon, Brad Lanken, Ken Rouleau, Elizabeth Tomasek

Nays: None

Motion carried

B. Strategic Planning (Greg Gordon, chair)

Nothing to report this evening

C. Personnel (PJ Folz, Chair)

Annette and PJ and Lorene met on some issues that came up and they will continue to meet and will bring them back to the Board at a later date.

D. Policy (Elizabeth Tomasek, Chair)

1. Non-resident card program - amend policy stating we use the Tax Bill Method to state that if Tax Bill Method is not applicable we use the Mathematical Formula method.

Trustee Rouleau made a motion to make the change to the Non-resident card program to state that if Tax Bill Method is not applicable we use the Mathematical Formula method. Trustee Lanken seconded the motion. All in favor, motion carried.

6. President

A. Kadlec estate final disbursement

President Corgiat needs to sign the paper work for the Kadlec estate final disbursement of cash.

B. President Corgiat added this to the meeting as it is an emergency that needs to be taken care of.

Trustee Rouleau made a motion to approve the having the three doors that have the handicapped button not working in the amount of \$14,845.00 and paying them a down payment of half of the amount to get the job started as this is an emergency and needs to be done as soon as possible. Trustee Lanken seconded the motion. A roll call vote was taken.

Ayes: Annette Corgiat, P.J. Folz, Greg Gordon, Brad Lanken, Ken Rouleau, Elizabeth Tomasek

Nays: None

Motion carried

7. Other Action Items

Trustee Rouleau made a motion to approve the January 9, 2017 Board Meeting, January 9, 2017 Finance Committee Meeting, January 9, 2017 Buildings and Grounds Committee Meeting and February 7, 2017 Buildings and Grounds Committee Meeting. Trustee Gordon seconded the motion. All in favor, motion carried.

8. Information Items

a. Committee Meetings - Next Board meeting is on March 13th.

b. Calendar - no changes needed

c. Memorial Books Report - nothing new to report tonight

d. Correspondence - The neighbor that lives behind the Library complained that the library's garbage is flying into his yard. It has been taken care of now. Kim McGuire picked it all up and there are bungee cords on the cans now.

e. Board Action Log- all up to date

President Corgiat will meet with Lorene to discuss the Employee Appreciation Dinner. Add Employee review in April Lorene will meet with Trustee Folz for that.

f. Trustee Continuing Education - nothing additional tonight

g. Grants - nothing tonight

h. Advocacy - nothing tonight

i. Rails and SWAN - There was a SWAN meeting last Tuesday they are working on how to do the fees. There is committee working on this. No matter how it is done some Library will not be happy.

9. Adjournment

Trustee Rouleau made a motion to adjourn the meeting at 8:46 p.m. Trustee Gordon seconded the motion. All in favor, motion carried.

Respectfully Submitted

Jill M. Cannizzo