

NORTH RIVERSIDE PUBLIC LIBRARY DISTRICT

2400 S. DesPlaines Avenue
North Riverside, IL 60546

Minutes of the meeting of November 14, 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, P.J. Folz, Greg Gordon, Brad Lanken, Ken Rouleau, Elizabeth Tomasek

Absent: Mary Lee

Also Present: Ted Bodewes, Director; Jean DiMonte of DiMonte and Assoc;
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 Rouleau seconded the motion. All in favor, Motion carried

2. Open Forum

Kathleen Spale was present.

3. Financial Reports

A Treasurer Lanken made a motion to accept 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.

Treasurer Lanken reported that there was an audit on Wednesday. Nathan brought up a few items. When the Board has a dinner party, it can be considered compensation, something for all Board members to think about for future. It was suggested to ask the attorney how to handle this. The debt service fund needs to be zeroed out once the final payment is made. There was a question about the IMRF. President Corgiat will be meeting with the new director to discuss this further and see if it is something the Library can do in the future. At the May 9th Board meeting it was approved to create a special reserve fund for future building projects. Nathan said that it should not be there. Treasurer Lanken will be setting up a sub committee to look at this.

B Jean DiMonte presented the financial reports for the month ending October 31, 2016. Jean requested that when the committee meets and finalizes the funds that Nathan suggested setting up she be notified what they are.

C. Finance Committee Report

1. Public Hearing on Levy Ordinance was held and no questions were brought forth.
2. Approval of Ordinance for 16-11-01 Levying and Assessing Taxes for the Fiscal Year Beginning July 1, 2016.

Treasurer Lanken made a motion to approve the levy ordinance. Trustee Folz 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 Tomasek 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 Gordon seconded the motion. All approve, motion carried

5. Committee Reports

A. Buildings and Grounds (Ken Rouleau, chair)

The committee didn't meet as there wasn't a lot going on. Doors were fixed and sump pump was also fixed. Trustee Lanken reported to Trustee Rouleau that the water fountain is not working. President Corgiat will call Preferred Plumbing and have it looked at.

B. Strategic Planning (Greg Gordon, chair)

Nothing to report this evening

C. Personnel (PJ Folz, Chairman)

1. Staff Christmas Gifts - Trustee Folz asked Director Bodewes to give her a breakdown of current employees so that she has all of the names to get the gifts. He said that Angelica can give her the list. She will email Angelica to get the list.

2. New Hire, Director Lorene Kennard - President Corgiat reported that Lorene Kennard has been hired as the new Library Director. She is coming from 1228 Kiersted Street in Morris IL. She will be starting December 5th. She will be training with Director Bodewes before that. Bob Uphues was here and got to meet her and interview her so his article will be from what they talked about. She was here about 3 hours Friday afternoon, meeting people and seeing the Library. The offer letter has been signed and it will go into her file.

3. Due to things at her work, PJ and Greg will be switching chairman positions. Greg will now be chairman of personnel until around March unless things ease up for PJ and she is ready to take it back.

D. Policy (Elizabeth Tomasek, Chairman)

There are no new policies to discuss tonight.

6. President

A. Director Orientation already discussed.

B. Holiday open house is December 10th. Friends will be doing cookies and punch and the Foundation will be selling the raffle tickets.

C. Board Staff Holiday Dinner - The dinner will be on Sunday, December 4th at Village Pub at about 5:30 pm. There was a suggestion of doing something different with the grab bag this year. President Corgiat will email everyone as things progress.

7. Other Action Items

Trustee Lanken made a motion to approve the October 10th Board Meeting Minutes with a change that Director Bodewes reported for Buildings and Grounds in Trustee Rouleau's absence, September 12th Finance Committee Meeting. Trustee seconded the motion. All in favor, Trustee Rouleau abstained, motion carried.

8. Information Items

a. Committee Meetings - Buildings and Grounds meeting Dec. 5th at 6:00 p.m. and Finance meeting Dec. 12th at 6:30 p.m.

b. Calendar - Dec 5th new Director Starts, Library closed December 24, 25 & 30.

c. Memorial Books Report - Annette made a donation in memory of Al Orregoni.

d. Correspondence - Nothing tonight

e. Board Action Log- All up to date for November

f. Trustee Continuing Education - nothing tonight

g. Grants - Per Capita Grant is due in January. Director Bodewes offered to help if the new director needs help.

h. Advocacy - nothing tonight

i. Rails and SWAN - 19 of the 22 Libraries that are planning to join have sent a letter of intent. In December the Directors are voting to accept them. They will start transitioning if the vote goes through all should be in by 2019.

9. Adjournment

Trustee Rouleau made a motion to adjourn the meeting at 8:07 p.m. Trustee Gordon seconded the motion. All in favor, motion carried.

Respectfully Submitted
Jill M. Cannizzo