

NORTH RIVERSIDE PUBLIC LIBRARY DISTRICT

2400 S. DesPlaines Avenue
North Riverside, IL 60546

Minutes of the meeting of December 18, 2017

1. Open of Meeting

The meeting was called to order by Trustee Corgiat at 7:37 p.m. Roll call was taken.

Present: Annette Corgiat, P. J. Folz, Greg Gordon, Brad Lanken, Al Pineda, Ken Rouleau

Absent: No one

Also Present: Interim Director Marilyn Boria, Jean DiMonte of DiMonte and Assoc; Jill Cannizzo; Nathan Pasbrig from O'Neil and Gaspardo

A quorum was established.

Trustee Lanken made a motion to approve the agenda as presented. Trustee Rouleau seconded the motion. Roll call vote was taken.

Ayes: Annette Corgiat, P. J. Folz, Greg Gordon, Brad Lanken, Al Pineda, Ken Rouleau

Nays: None

Motion carried

2. Open Forum

No visitors tonight.

3. Financial Reports

A. Treasurer Lanken reported the account balances.

B. Finance Committee Report

1. Nathan Pasbrig from O'Neil and Gaspardo presented the North Riverside Public Library Annual Financial Report for the Year Ended June 30, 2017 along with the Management Letter which included several recommendations.

2. Trustee Lanken made a motion to approve the Annual Report. Trustee Gordon seconded the motion. A roll call vote was taken.

Ayes: Annette Corgiat, P. J. Folz, Greg Gordon, Brad Lanken, Al Pineda, Ken Rouleau

Nays: None

Motion carried

C. Jean DiMonte presented the financial reports for the month ending November 30, 2017.

D. Trustee Lanken made a motion to approve the financial statements as presented. Trustee Gordon seconded the motion. A roll call vote was taken.

Ayes: Annette Corgiat, P. J. Folz, Greg Gordon, Brad Lanken, Al Pineda, Ken Rouleau

Nays: None

Motion carried

E. Trustee Lanken made a motion to approve Warrant List #17-10 in the amount of \$25,763.63. Trustee Rouleau seconded the motion. A roll call vote was taken.
Ayes: Annette Corgiat, P. J. Folz, Greg Gordon, Brad Lanken, Al Pineda, Ken Rouleau
Nays: None
Motion carried

F. Trustee Folz made a motion transfer \$40,000 from the Money Market to the Checking Account. Trustee Gordon seconded the motion. A roll call vote was taken.
Ayes: Annette Corgiat, P. J. Folz, Greg Gordon, Brad Lanken, Al Pineda, Ken Rouleau
Nays: None
Motion carried

G. Insurance Renewal
Trustee Lanken made a motion to approve the renewal of Commercial Property, General Liability, Crime, Workers' Compensation and Umbrella insurance coverage at an annual cost of \$14,459. Trustee Rouleau seconded the motion. A roll call vote was taken.
Ayes: Annette Corgiat, P. J. Folz, Greg Gordon, Brad Lanken, Al Pineda, Ken Rouleau
Nays: None
Motion carried

H. Approval of Pension Checks
Trustee Lanken made a motion to approve the pension payments to full-time staff in the amount of \$4,382. Trustee Pineda seconded the motion. A roll call vote was taken.
Ayes: Annette Corgiat, P. J. Folz, Greg Gordon, Brad Lanken, Al Pineda, Ken Rouleau
Nays: None
Motion carried

I. Approval of the 2018 Per Capita Grant for Submission to the Illinois State
Trustee Lanken made a motion to approve the 2018 Per Capita Grant. Trustee Rouleau seconded the motion. A roll call vote was taken.
Ayes: Annette Corgiat, P. J. Folz, Greg Gordon, Brad Lanken, Al Pineda, Ken Rouleau
Nays: None
Motion carried

4. Committee Reports

A. Buildings and Grounds

1. Service and Inspection Log - all up to date
2. Repair Log - all up to date
3. Purchase of a Replacement Chair for Adult Services Desk - Trustee Rouleau made a motion to purchase a chair. Lanken seconded. All ayes, motion carried

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

Nothing

C. Personnel (Greg Gordon, chair)

1. Staff Holiday Greeting - all Board members signed

2. Closed Session

At 8:30 p.m., Trustee Gordon made a motion to go into closed session to discuss the appointment, employment, employment, compensation, etc., of a specific employee as outlined in the Open Meetings Act 5 ILCS 120/2 (c) (1) A roll call vote was taken.

Ayes: Annette Corgiat, P. J. Folz, Greg Gordon, Brad Lanken, Al Pineda, Ken Rouleau

Nays: None

Motion carried

At 8:55 p.m., the Board reconvened in Open Session.

3. Discussion of possible dates for interviews

The Board agreed to interview candidates for the Director vacancy on Saturday, January 13, 2018.

D. Policy

1. Approval of Ordinance 17-12-01 Adopting a Policy on Prohibiting Harassment, Discrimination, and Retaliation

Trustee Lanken made a motion to approve Ordinance 17-12-10. Trustee Gordon seconded the motion. A roll call vote was taken.

Ayes: Annette Corgiat, P. J. Folz, Greg Gordon, Brad Lanken, Al Pineda, Ken Rouleau

Nays: None

Motion carried

5. President

Nothing to report tonight

6. Other Action Items

A. Approval of minutes

Trustee Rouleau made a motion to approve the minutes of the November 20, 2017 Board meeting as presented. Trustee Folz seconded the motion. All ayes, motion carried.

B. Approval of Ordinance 17-12-01 Ratifying the Appointment of Al Pineda to the Library Board

Trustee Gordon made a motion to approve Ordinance 17-12-01. Trustee Lanken seconded the motion. A roll call vote was taken.

Ayes: Annette Corgiat, P. J. Folz, Greg Gordon, Brad Lanken, Al Pineda, Ken Rouleau

Nays: None

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
- G. Grants - Nothing tonight
- H. Advocacy - Nothing tonight
- I. RAILS & SWAN - SWAN quarterly meeting is two weeks from Thanksgiving and Marilyn will attend that meeting.

8. Adjournment

Trustee Gordon made a motion to adjourn the meeting at 9:10 p.m. Trustee Folz seconded the motion. All ayes, motion carried.

Respectfully Submitted
Jill M. Cannizzo