

NORTH RIVERSIDE PUBLIC LIBRARY DISTRICT

2400 S. DesPlaines Avenue
North Riverside, IL 60546

Minutes of the meeting of April 23, 2018

1. Open of Meeting

A. The meeting was called to order by Trustee Corgiat at 7:04 p.m. Roll call was taken.

Present: Annette Corgiat, P. J. Folz, Greg Gordon, Ken Rouleau

Absent: Brad Lanken, Al Pineda, Priscilla Skenandore

Also Present: Natalie Bazan, Director; Jean DiMonte of DiMonte and Assoc; Jill Cannizzo

B. A quorum was established.

C. There were no visitors at the meeting

D. Trustee Rouleau made a motion to approve the agenda as presented with the transfer amount of \$60,000. Trustee Folz seconded the motion. A roll call vote was taken.

Ayes: Annette Corgiat, P. J. Folz, Greg Gordon, Ken Rouleau

Nays: None

Motion carried

2. Open Forum

No visitors

3. Financial Reports

A. Treasurer Lanken is absent, no report.

B. Jean DiMonte presented the financial reports for the month ending March 31, 2018.

C. Finance Committee Report -
Treasurer's Report

There was not a treasurer's report as Treasurer Lanken is absent

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

Ayes: Annette Corgiat, P. J. Folz, Greg Gordon, Ken Rouleau

Nays: None

Motion carried

E. Trustee Gordon made a motion to approve Warrant List #18-04 in the amount of \$28,470.32 Trustee Folz seconded the motion. A roll call vote was taken.

Ayes: Annette Corgiat, P. J. Folz, Greg Gordon, Ken Rouleau

Nays: None

Motion carried

F. Trustee Gordon made a motion transfer \$60,000.00. Trustee Rouleau seconded the motion. A roll call vote was taken.

Ayes: Annette Corgiat, P. J. Folz, Greg Gordon, Ken Rouleau

Nays: None

Motion carried

G. Trustee Gordon made a motion to close the special reserve fund account.

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

Ayes: Annette Corgiat, P. J. Folz, Greg Gordon, Ken Rouleau

Nays: None

Motion carried

4. Committee Reports

A. Buildings and Grounds (Ken Rouleau, chairman)

1. Review of main floor carpeting quotes

The Board looked at the carpet samples and agreed on something. It has to be ordered now to get the price quoted. The company has space to store it. DeSitter has come down a little bit in price. They have a few other jobs in August already so they may work at the Library in September. Natalie is working with them.

Trustee Rouleau made a motion for Natalie to go forward with DeSitter and have them order the carpeting and then it could be installed in September. Trustee Folz seconded the motion. A roll call vote was taken.

Ayes: Annette Corgiat, P. J. Folz, Greg Gordon, Ken Rouleau

Nays: None

Motion carried

2. Service and Inspection Log - Ken is going to work with Natalie on this

3. Repair Log - Ken is going to work with Natalie on this

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

Nothing

C. Personnel (Greg Gordon, chairman)

1. Director's Leave

Trustee Gordon discussed giving Director Bazan a paid 2 week leave of absence moving her vacation forward with a signed letter stating that if she leaves the Library before that time is earned she would pay the Library back. That is up to her for how she wants to do this, using vacation or sick time.

Trustee Gordon made a motion to approve payment moving vacation forward up to 2 weeks if that is what the director wishes to do. Trustee Rouleau seconded the motion. A roll call vote was taken.

Ayes: Annette Corgiat, P. J. Folz, Greg Gordon, Ken Rouleau

Nays: None

Motion carried

Natalie is ready to hire the new person and is doing a few more interviews for the additional position and things are moving forward.

D. Policy (Priscilla Skenandore, chairman)

Priscilla is absent so there is nothing to report tonight. Natalie and Priscilla are talking about policies and are starting at the beginning and moving forward.

5. President

Frank Natalie passed away, Annette suggested the Board do a memorial book for him. All Board members agreed on that idea. Natalie will work on that. It was noted that he was really into music so maybe something in that genre. Mary will also dedicate the next music program in memory of him.

6. Other Action Items

A. Approval of minutes

Trustee Rouleau made a motion to approve the minutes of the March 19, 2018 Board meeting as presented. Trustee Folz seconded the motion. All ayes, motion carried.

B. Tablets for Board Members

It was discussed that the tablets should be refurbished from ones that the Library owns and then get new ones for the Library. Natalie will start working on getting them refurbished and ready for the Board members.

Trustee Gordon made a motion to use the iPad tablets that the Library owns and refurbish them for the Board members. Trustee seconded the motion. All ayes, motion carried.

C. Illinois Department of Innovation and technology Broad Band Service Order

Trustee Rouleau made a motion to approve the Illinois Department of Innovation and technology Broad Band Service Order change the T1 to fiber and purchase the new modem. Trustee Gordon seconded the motion. A roll call vote was taken.

Ayes: Annette Corgiat, P. J. Folz, Greg Gordon, Ken Rouleau

Nays: None

Motion carried

7. Information Items

A. Committee meetings - None added tonight. All meetings go through the director.

B. Calendar - Mayor's Golf Outing is June 11th. The luncheon ticket price is the Library's donation to the outing. Annette, PJ & Natalie will go. Natalie will email the Board members that are not present tonight to see if they want to go. Natalie will buy the tickets. There is nothing additional to add to the calendar for tonight. Natalie will start sending it again.

C. Memorial Books Fund - Mary just got another request in for 2 books but did not give Natalie the details as of this meeting.

D. Correspondence - P.J. read a card from the staff thanking for the Christmas dinner.

E. Board Action Log - Annette sent it to Natalie and she is working on it.

F. Trustee Continuing Education - Ken and Annette went to a meeting on Friday and it was basically all about marketing. There were a lot of good ideas. She had a very good slide presentation and it is available to all libraries so Natalie will look into getting a copy of that. Natalie is working with Joe on doing DVD binge boxes.

G. Grants - Library was granted the Back to Books grant will be coming in May. 2018 Per Capita grant was also granted. Application is in for 2 other grants, Teen Technology grant and Historical grant.

H. Advocacy - Natalie has started attending the village board meetings. May 15th is the next Neighborhood Services meeting and Natalie is the speaker.

I. RAILS & SWAN -. Nothing tonight

8. Adjournment

Trustee Folz made a motion to adjourn the meeting at 8:08 p.m. Trustee Gordon seconded the motion. All ayes, motion carried.

The next Board meeting is scheduled for Monday, May 21, 2018.

Respectfully Submitted
Jill M. Cannizzo