

## **NORTH RIVERSIDE PUBLIC LIBRARY DISTRICT**

2400 S. DesPlaines Avenue  
North Riverside, IL 60546

### **Minutes of the meeting of December 16, 2019**

#### 1. Open of Meeting

A. The meeting was called to order by Trustee Gordon at 6:00 p.m. Roll call was taken.

Present: Kathy Bonnar, P. J. Folz, Greg Gordon, Ken Rouleau, Al Pineda

Absent: Annette Corgiat, Brad Lanken

Also Present: Natalie Starosta, Jill Cannizzo, & John Mathias

B. A quorum was established.

C. John Mathias was present.

D. Trustee Rouleau made a motion to approve the agenda as presented. Trustee Pineda seconded the motion. All ayes, motion carried.

#### 2. Open Forum

John did not want to speak at this time.

#### 3. Financial Reports

A. Trustee Pineda had nothing to report tonight. Director will be emailing to ask a Board member that is on the account to come in to sign some checks this week.

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

Ayes: Kathy Bonnar, P. J. Folz, Greg Gordon, Ken Rouleau, Al Pineda

Nays: None

Motion Carried

C. Trustee Pineda made a motion to approve the check detail report #19-11 in the amount of \$42,335.10. Trustee Rouleau seconded the motion. A roll call vote was taken.

Ayes: Kathy Bonnar, P. J. Folz, Greg Gordon, Ken Rouleau, Al Pineda

Nays: None

Motion Carried

E. Trustee Rouleau made a motion to approve the authorization to transfer \$250,000 this includes the first payment to the HVAC company. Trustee seconded the motion. A roll call vote was taken.

Ayes: Kathy Bonnar, P. J. Folz, Greg Gordon, Ken Rouleau, Al Pineda

Nays: None

Motion Carried

#### 4. Committee Reports

A. Buildings and Grounds (Ken Rouleau, chairman)

1. HVAC - The guys have been in the building for the past couple of weeks and things are going as planned so far.

2. Capital Improvements - Glass wall is waiting for final measurements and then it will be ordered. Megan is working on new drawings for the meeting room and book sale room. Lighting contract - Natalie is talking to two different companies about the change to LED she is waiting for them to give her estimates.

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

1. 2020 Strategic Plan - it's been going well.

C. Personnel (Greg Gordon, chairman)

Nothing tonight

D. Policy (Kathy Bonnar, chairman)

Nothing tonight

5. President

Nothing to report tonight as she is absent.

6. Director's Report

A. Build Guild - is officially open and has open hours. Anyone can come during those hours and use the machines. Materials are not free depending on the machine you are using.

B. Holiday Open House (December 4<sup>th</sup>)

December 4<sup>th</sup> at 6:00 p.m.

It went very well. There were several tables for the different groups that were here.

C. Donor Wall - It will be a tree. There is lexan that has several leaves on each piece and then the leaves are attached to that. That would make it movable if at some time it needs to be moved.

7. Other Action Items

A. Approval of minutes

Trustee Pineda made a motion to approve the minutes of the November 18, 2019 Board meeting with the amendment that the Holiday open house was on a Wednesday not a Saturday. Trustee Rouleau seconded the motion. All ayes, motion carried.

B. 2018/19 Audit

Trustee Bonnar made a motion to approve the audit as presented last month.

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

Ayes: Kathy Bonnar, P. J. Folz, Greg Gordon, Ken Rouleau, Al Pineda

Nays: None

Motion Carried

C. North Riverside Historical Society Archives Contract

Trustee Bonnar made a motion to approve the Deed of Gift contract with the North Riverside Historical Society. Trustee Gordon seconded the motion. All ayes, motion carried.

#### D. Parameters Ordinance

Trustee Gordon made a motion to approve the Parameters Ordinance. Trustee Rouleau seconded the motion. A roll call vote was taken.

Ayes: Kathy Bonnar, P. J. Folz, Greg Gordon, Ken Rouleau, Al Pineda

Nays: None

Motion Carried

#### 8. Information Items

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

B. Memorial Books Report - two more donations in memory of Diane and the Foundation raised over \$400 on Face Book giving Tuesday.

C. Correspondence - nothing tonight

D. Board Action Log - all up to date

E. Trustee Continuing Education - nothing tonight

F. Grants & Advocacy - Many grants are being applied for

G. Rails and Swan - nothing tonight

#### 9. Adjournment

Trustee Rouleau made a motion to adjourn the meeting at 6:40 p.m. Trustee Pineda seconded the motion. All ayes, motion carried.

The next Board meeting is scheduled for Monday, January 20 at 6:00 p.m.

Respectfully Submitted

Jill M. Cannizzo