

**Minutes**  
**North Riverside Public Library District**  
**Board of Trustees**  
**Regular Meeting, February 21<sup>st</sup>, 2022**  
**6:00 PM**

**1. Open of Meeting**

A. Call to order – 6:00 PM

B. Quorum was established

**Present:** Annette Corgiat, Greg Gordon, John Mathias, Ken Rouleau, Kyle Johnson, Kathy Bonnar, and Jeanne Ottenweller

**Absent:** [None]

**Also Present:** Director Natalie Starosta, Marla Curran

C. **Guests:** [None]

D. Approval of agenda

A motion was made by Trustee Rouleau and seconded by Trustee Ottenweller to approve the agenda as written. All ayes, motion **carried**.

**2. Open Forum**

- No visitors

**3. Consent Agenda** (one motion/approval for everything listed here, all items can be removed from the consent agenda at anyone's request at any meeting)

A motion was made by Trustee Mathias and seconded by Trustee Gordon to approve the consent agenda as presented. All ayes, motion **carried**.

A. Secretary:

Minutes of the November 15<sup>th</sup>, 2021 Regular Board Meeting and November 29<sup>th</sup>, 2021 Special Board Meeting

B. Treasurer (Bonnar):

December 2021, January 2022 Financial Statements

- All financials are on track

Authorization to transfer \$120,000 to checking

- No authorization in January, so \$60,000 monthly amount is doubled for February

**5. President's Report**

- Nothing to report

**6. Director's Report**

- \$25,000 legislative grant to be completed this week
  - Received \$75,000 last FY: 25k for carpet; 50k for concrete/asphalt
  - This year's amount is approved for programs and services

- NRPL Foundation paying for Annex room renovation located at the bottom of the stairs near the YS department
  - Construction estimated to be finished this week (2/21/22)
- Progress being made on all staff and patrons learning more hard skills

## 7. Committee Reports

### A. Advocacy (informational)

- Minor updates:
  - Getting all Board Members business cards to use within the community
  - Director Starosta started a document for community outreach ideas
  - Also has put together a Google Form that is like a survey for information Board Members might want on business cards or website pages.

### B. Building & Grounds (informational) (Ken)

- Small flooding in basement on Saturday – Mechanical room into server room again
  - Plumber cannot find where the water is coming from
  - MPC is going to come and check the boilers to see if it could be from them
  - Insurance adjuster is pushing the flooding to the insurance company
  - Not coming from sink or from concrete—it's not condensation, it's standing water “like a pond”
  - Sump pumps do not run when it happens

### C. Personnel (informational) (Greg)

- Nikki Duran moving from the Youth Services Department to the Adult Services department as a Teen/Adult Programmer
- Several staff anniversaries will announced at next meeting

### D. Policy (informational) (Jeanne - Personnel) (Kathy – Patron)

- Having the patron and personnel policies onto the NRPL website will be transparent
- Board members will be reviewing if these are appropriate policies to be made public
- President Corgiat does not want the personnel policy to be online
  - Many businesses do have the policy
  - Vice President Gordon wants Natalie to double check with the lawyer that the personnel policy can be posted online
- President Corgiat wants both policies to be updated into one document instead of two separate documents

### E. Strategic Planning (informational) (John)

- Digital Signage update:
  - Need funding from the bank before we can file variances with the Village
    - Similar signs around town – digital signs, like the one for Tony's Foods that now belongs to Urban Air Adventure Park by Famous Dave's BBQ

## 8. New Business

### A. Updated Patron Code of Conduct (discussion/action)

A motion was made by Trustee Gordon and seconded by Trustee Johnson to approve the revised mask policy effective date March 1<sup>st</sup>, 2022. All ayes, motion **carried**.

- Masks will now be *encouraged* for the upper level, and *required* for the lower level

## 9. Old Business

### A. Closed Session Minutes Review (action)

A motion was made by Trustee Gordon and seconded by Trustee Rouleau to release the following minutes: December 13, 2010; June 10, 2013; November 1, 2016; May 19, 2017; August 23, 2017; January 20, 2018; June 28, 2018. All ayes, motion **carried**.

A motion was made by Trustee Gordon and seconded by Trustee Rouleau to approve the destruction of the recording of the December 13, 2010; June 10, 2013; November 1, 2016; May 19, 2017; August 23, 2017; January 20, 2018; and June 28, 2018 released minutes as they are more than 18 months old. All ayes, motion **carried**.

## 13. Adjournment

A motion was made by Trustee Rouleau and seconded by Trustee Ottenweller to adjourn the meeting at 6:35 p.m. All ayes, motion **carried**.

*Note: Agenda items may be added that pertain to discussion or information.*

*No items may be added to the final agenda that require Board action.*

**Next regular Board Meeting is scheduled for March 21<sup>st</sup>, 2022 at 6:00 p.m.**