

**North Riverside Public Library District  
Board of Trustees  
Minutes of the Regular Meeting, September 19<sup>th</sup>, 2022**

**1. Open of Meeting**

A. Call to order: The meeting was called to order by President Corgiat at 6:05pm

B. Determination of quorum: In attendance: President Corgiat, Vice President Gordon, Treasurer Bonnar, Secretary Mathias, Trustee Johnson. Absent: Trustee Rouleau and Trustee Ottenweller.

C. Recognition of visitors to the meeting: Also in attendance were: PJ Folz, Director Natalie Starosta, Adult Services Manager Britney Musial and Circulation Manager Mike Bradley.

D. Approval of agenda: Secretary Mathias made a motion to accept the agenda as written which was seconded by Vice President Gordon. All aye.

**2. Open Forum**

There were no comments.

**3. Special Guest:** PJ Folz gave a presentation about RB Transition Workers program and its importance to the youth enrolled. She spoke on the ongoing community support for the program in North Riverside and the hope that we would be able to partner more with the program in the future. Director Starosta will contact the new person in charge of the program to let her know that we have one student from the program now and are looking into a second.

**4. Consent Agenda:** Secretary Mathias made a motion to approve the consent agenda as presented which was seconded by Trustee Johnson. Roll call vote: Aye – Corgiat, Gordon, Mathias, Bonnar, Johnson, Motion carried.

A. Secretary:

Minutes of the August 15<sup>th</sup>, 2022 Regular Board Meeting  
Correspondence

B. Treasurer:

August 2022 Financial Statements  
Authorization to transfer \$60,000 to checking

**5. President's Report**

President Corgiat reported on the Autumn Fest which she, John Mathias, Kathleen Spale and Clark Williamson attended. The event drew a large crowd. The library did not win the chili cook off (chili provided by Greg Gordon) but did well.

**6. Director's Report**

Director Starosta did not have anything to add beyond her weekly reports to the Board other than to let everyone know that she is working on completing as much reporting and prep work as possible prior to her leave.

**7. Committee Reports**

- A. Advocacy (Johnson) (informational) – Village has set the date for the annual tree lighting. Nothing else to report.
- B. Building & Grounds (Rouleau) (informational) – President Corgiat asked that we contact the landscaper about trimming
- C. Finance (Bonnar) (informational) – The audit will be presented next month. Nothing to report.
- D. Personnel (Gordon) (informational) – Nothing to report.
- E. Policy (Bonnar, Ottenweller) (informational) – Personnel Policy manual updates were reviewed by Vice President Gordon, Treasurer Bonnar and Trustee Ottenweller and will be presented to the Board at the Committee of the Whole meeting in October for discussion.
- F. Strategic Planning (Mathias) (informational) – Secretary Mathias reminded trustees that they need to complete the recommended 3 hours of continuing education soon and asked that Director Starosta send out the number of completed hours to each trustee. Secretary Mathias talked about the flyers handed out at Autumn Fest for the Foundation which featured instructions on how to sign up for Amazon Smile with hopes that more people will do so prior to the holiday season. And he asked that trustees prepare to discuss what they liked about the lower level updating plan at the next Committee of the Whole meeting.

## 8. **New Business**

- A. Holiday Gift Cards (discussion and action): Vice President Gordon made a motion to approve the annual holiday gift cards for staff up to around \$725 which was seconded by Secretary Mathias. Roll call vote: Aye – Corgiat, Gordon, Mathias, Bonnar and Johnson. Motion carried.
- B. Annual Meeting and Holiday Schedule (action): Trustee Johnson made a motion to approve the Annual Meeting and Holiday Schedule as presented which was seconded by Secretary Mathias. All aye.
- C. Levy Review (discussion): The Levy will be completed and up for voting at the October meeting.

## 9. **Old Business**

None

## 10. **Closed session**

None

## 11. **Return to open session**

N/A

## 12. **Possible action item** (pertaining to closed session discussion)

N/A

13. **Adjournment:** Vice President Gordon made a motion to adjourn the meeting at 6:42pm which was seconded by Trustee Johnson. All aye.