

**ROSELLE PUBLIC LIBRARY DISTRICT
MINUTES OF THE REGULAR BOARD OF TRUSTEES MEETING
MAY 11, 2016, AT 7:00 P.M.**

CALL TO ORDER

President Eichholz called the meeting to order at 7:00 p.m.

PRESENT

Seven (7) Board Members were present at the start of the meeting: President, Sue Ellen Eichholz; Vice President, Priscilla Spencer; Treasurer, Sue Harold; Secretary, Elaine Pizzicaro; Trustee, Terrell Barnes; Trustee, Gary Oprenchak; and Trustee, Thomas Piorkowski. Also present were Automation Coordinator and Technical Services Department Manager, Lynn Dennis; Recording Secretary, Debbie Green; Adult Services Department Manager, Marcia Bose; Circulation Department Manager, Christy Snyders; Youth Services Department Manager, Leann Skeens; and residents Zula Pendowski, Joanne M. Pendowski, and Frank J. Pendowski.

ABSENT

There were no Trustees absent.

PLEDGE OF ALLEGIANCE

ADOPTION OF AGENDA

Treasurer Harold made a motion to adopt the agenda, as presented. The motion was seconded. A voice vote was conducted with all voting aye.

PUBLIC COMMENT

Zula Pendowski from local Girls Scout Troop #5181 presented her gold award to the Trustees. She used towels from the lost and found section from the Bloomingdale Park District pool and was able to recycle them into mats for the Library. She suggested that they can be used during story times to sit on or to use in any way that the Library sees fit. She presented 25 mats to the Library. She also had done her silver award for the Library. She loves the Library, and before she leaves for college, she wanted to give back to the Library one more time. The Trustees thanked her for all of her work.

Zula and her mom and dad departed the meeting.

CONSENT AGENDA

A. Secretary's Report

1. Minutes of the Regular Board of Trustees Meeting Dated 4/13/16
2. Minutes from the Special Board of Trustees Meeting Dated 4/19/16

3. Minutes from the Special Board of Trustees Meeting Dated 4/20/16
4. Minutes from the Special Board of Trustees Meeting Dated 4/26/16

B. Approval of Expenditure Warrants

1. Bill List for 4/29/16 in the Amount of \$11,780.34
2. Bill List for IMRF Electronic Funds Transfer Payment Dated 4/29/16 in the Amount of \$14,166.06
3. Bill List for 5/11/16 in the Amount of \$35,361.90
4. Payroll for 5/13/16 and 5/31/16
5. Bill List for 5/11/16(a) in the Amount of \$16,995.14

C. Committee Reports

1. Budget – No Report
2. Public Relations – No Report
3. Policy – Minutes Dated 4/13/16
4. Personnel & Salary – No Report
5. Building – No Report
6. Planning – No Report
7. Audit – No Report
8. Finance – No Report

Trustee Oprechak had a correction to the presented April 20, 2016, Special Board of Trustee meeting minutes. The word "hire" should be stricken and replaced with the words "offer the position of Executive Director to".

Trustee Oprechak made a motion to accept the Consent Agenda on May 11, 2016, as amended. The motion was seconded. A roll call produced the following results:

AYES: Barnes, Harold, Oprechak, Piorkowski, Pizzicaro, Spencer, Eichholz

NAYS: None

ABSTAIN: None

ABSENT: None

The motion was approved.

TREASURER'S REPORT

Treasurer Harold reported on the May Treasurer's Report. She highlighted:

- \$1,000.00 donation from Salerno's to help sponsor the Adult Services "On the Same Page" events and two Youth Services programs
- Small tax dollar amounts are coming in from Cook and DuPage counties.
- On the expense side, \$5,300.00 was paid to the recruiter for final payment.

Secretary Pizzicaro made a motion to file the Treasurer's Report. The motion was seconded. A roll call produced the following results:

AYES: Barnes, Harold, Oprenchak, Piorkowski, Pizzicaro, Spencer,
Eichholz

NAYS: None

ABSTAIN: None

ABSENT: None

The motion was approved.

CORRESPONDENCE

There was no correspondence.

EXECUTIVE DIRECTOR'S REPORT

Automation Coordinator and Technical Services Department Manager Dennis reported on the following:

- Received an email from Dewberry Architects reporting that the outstanding furniture should arrive at the Library in mid-May. This should finish the punch list for the project.
- Calls are coming in from a patron inquiring who the new Executive Director is.

PRESIDENT'S REPORT

President Eichholz reported on the following:

- Samantha Millsap's first day of employment as the Executive Director will be on May 25th. A press release will be sent with this announcement.
- Maintenance Technician Schreiner has no repair information regarding the sump pump issue from Drainmaster. She forwarded another business to Maintenance Technician Schreiner to contact, if needed.
- Reminder that the LACONI dinner, for those signed up to attend, is scheduled for this Friday evening.
- Secretary Pizzicaro, Trustee Oprenchak, and she were at the Roselle Chamber of Commerce golf outing earlier today.

TRUSTEE'S REPORT

Further discussion on the draft of the Working Budget for FY 2016/2017 will be presented at the May 18, 2016, Committee of the Whole meeting.

Treasurer Harold stated that she received a small insight of the inner workings of the Library during the vacancy of the Executive Director and her interaction with working in Administration. Both she and President Eichholz have been approving and coding several pieces of documentation in the Administration office. She wanted to acknowledge the multi-tasking that takes place in this department, and also commented that multi-tasking must be taking place in other departments also. She thanked the staff for all they do.

FRIENDS OF THE LIBRARY REPORT

President Eichholz reported that the next Friends of the Library meeting is scheduled for June 1st at 6:00 p.m. She encouraged Trustees to attend these meetings held the first Wednesday of each month at 6:00 p.m.

RAILS REPORT

There was no RAILS report for May.

ROSELLE PUBLIC LIBRARY FOUNDATION REPORT

There was no Roselle Public Library Foundation report for May.

UNFINISHED BUSINESS

There was no Unfinished Business.

NEW BUSINESS

Audit Proposal for FY 2015/2016

Secretary Pizzicaro made a motion to accept McClure Inserra's audit proposal for year ending June 30, 2016, in the amount of \$10,300.00, and any additional fees that might transpire. The motion was seconded. A roll call produced the following results:

AYES: Barnes, Harold, Oprenchak, Piorkowski, Pizzicaro, Spencer,
Eichholz

NAYS: None

ABSTAIN: None

ABSENT: None

The motion was approved.

Agenda for May 18, 2016, Committee of the Whole Meeting – 7:00 p.m.

There were four (4) Committee of the Whole meetings scheduled for May 18, 2016. The Building Committee of the Whole meeting with the building presentation by Maintenance Technician, Steven Schreiner. The Budget Committee of the Whole meeting with the discussion on the draft of the Working Budget, to be voted on at the June 8, 2016, Board of Trustees meeting. The Personnel and Salary Committee of the Whole meeting with the discussion of maximum staff increases beginning June 21, 2016, to be voted on at the June 8, 2016, Board of Trustees meeting. The Policy Committee of the Whole meeting with the topics of: 1) Revised Collection Management Policy Review for Library Policy Manual Section IX (B – Youth Services Office Collection, C – Graphic Novels, D – Periodicals, E – Fiction) pages 5-25 to 5-30; and 2) Revised Policy Providing for Defense and Indemnification of Library Board Members for Library Policy Manual.

CITIZEN COMMENTS/QUESTIONS

There were no citizen comments/questions.

ADJOURNMENT

Trustee Oprenchak made a motion to adjourn the meeting at 7:25 p.m. The motion was seconded. A voice vote call produced all voting aye. The motion was approved.



Minutes Approved: Secretary

6.8.2016

Date