

**ROSELLE PUBLIC LIBRARY DISTRICT  
MINUTES FROM THE FINANCE COMMITTEE OF THE WHOLE MEETING  
OCTOBER 19, 2016**

**CALL TO ORDER**

Chairman Harold called the meeting to order at 7:08 p.m.

**ATTENDANCE**

Five (5) Committee Members were in attendance at the start of the meeting: Terrell Barnes, Sue Ellen Eichholz, Sue Harold, Gary Oprenchak, and Priscilla Spencer. Also in attendance was Executive Director, Samantha Millsap.

**ABSENT**

There were two (2) absent Trustees: Thomas Piorkowski, and Elaine Pizzicaro.

**AGENDA**

The agenda items for the Finance Committee of the Whole meeting were: 1) Presentation by Kenneth Herdeman of Ehlers Investment Partners; and 2) Continued Discussion on Investments in Illinois Fund Alternatives in Accordance with the Library's Investment Policy.

**DISCUSSION**

Ken Herdeman of Ehlers Investment Partners, attended part of the meeting. The Firm serves only local governmental units and provides cash management and investment services. He answered questions regarding requirements vis-à-vis pledged collateral that must be met to protect the Library's in the event of a bank default (e.g. security arrangement, tri-party management, monthly reports on the collateral's market value, etc.) He recommended a few changes to the Investment Policy (non-discretionary advisor, delegation of authority, etc.) The Executive Director will report back to the Board regarding what agreements are in place with various banks as well as with First Tennessee, the Safekeeping Agent used by Itasca Bank & Trust. The Investment Policy will be reviewed at the next Committee of the Whole meeting.

**ADJOURNMENT**

Chairman Harold adjourned the meeting at 8:12 p.m.



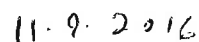
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Chairman & Recording Secretary, Sue Harold



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Approved: (Secretary to Sign)



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Date



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Date

**ROSELLE PUBLIC LIBRARY DISTRICT  
MINUTES FROM THE BUDGET COMMITTEE OF THE WHOLE MEETING  
OCTOBER 19, 2016**

**CALL TO ORDER**

Chairman Harold called the meeting to order at 8:23 p.m.

**ATTENDANCE**

Five (5) Committee Members were in attendance at the start of the meeting: Terrell Barnes, Sue Ellen Eichholz, Sue Harold, Gary Oprechak, and Priscilla Spencer. Also in attendance was Executive Director, Samantha Millsap.

**ABSENT**

There were two (2) absent Trustees: Thomas Piorkowski, and Elaine Pizzicaro.

**AGENDA**

The agenda item for the Finance Committee of the Whole meeting was review of the final draft ordinance for levying and assessing taxes.

**DISCUSSION**

The final draft of Ordinance No. 2016-6, Levying and Assessing Taxes of Roselle Public Library District for fiscal year beginning July 1, 2016, and ending June 30, 2017, was discussed. The Executive Director advised that outside Counsel had reviewed and updated the draft. No changes were recommended by the Board. The Ordinance will be adopted at the November Board meeting and forwarded with the Counties by the December deadline.

**ADJOURNMENT**

Chairman Harold adjourned the meeting at 8:25 p.m.

*Susan K Harold*

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Chairman & Recording Secretary, Sue Harold

*11/9/16*  
\_\_\_\_\_  
Date

*[Signature]*  
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Approved: (Secretary to Sign)

*11.9.2016*  
\_\_\_\_\_  
Date

**ROSELLE PUBLIC LIBRARY DISTRICT  
MINUTES FROM THE AUDIT COMMITTEE OF THE WHOLE MEETING  
OCTOBER 19, 2016**

**CALL TO ORDER**

Chairman Spencer called the meeting to order at 8:25 p.m.

**ATTENDANCE**

Five (5) Committee Members were in attendance at the start of the meeting: Terrell Barnes, Sue Ellen Eichholz, Sue Harold, Gary Oprechak, and Priscilla Spencer. Also in attendance was Executive Director, Samantha Millsap.

**ABSENT**

There were two (2) absent Trustees: Thomas Piorkowski, and Elaine Pizzicaro.

**AGENDA**

The agenda item for the Audit Committee of the Whole meeting was review of the preliminary audit.

**DISCUSSION**

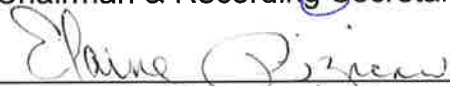
The preliminary audit was not ready. We should receive it on the due date of October 27, 2016.

**ADJOURNMENT**

Chairman Spencer adjourned the meeting at 8:26 p.m.

  
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Chairman & Recording Secretary, Priscilla Spencer

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Date

  
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Approved: (Secretary to Sign)

11.9.2016  
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Date

**ROSELLE PUBLIC LIBRARY DISTRICT  
MINUTES FROM THE BUILDING COMMITTEE OF THE WHOLE MEETING  
OCTOBER 19, 2016**

**CALL TO ORDER**

Chairman Oprenchak called the meeting to order at 8:47 p.m.

**ATTENDANCE**

Five (5) Committee Members were in attendance at the start of the meeting: Terrell Barnes, Sue Ellen Eichholz, Sue Harold, Gary Oprenchak, and Priscilla Spencer. Also in attendance was Executive Director, Samantha Millsap.

**ABSENT**

There were two (2) absent Trustees: Thomas Piorkowski, and Elaine Pizzicaro.

**AGENDA**

The agenda item for the Building Committee of the Whole meeting was discussion on Library roof and Special Reserve Funds Available.

**DISCUSSION**

The auditor will sign off at a future time.

\$158K dollars accumulated over time.

Put Special Reserve Funds at over 600k dollars.


Committee talked about roofs and what to do if we may have problems and how to go about settling this. Get quote for a pre-inspection from Dewberry.

**ADJOURNMENT**

Chairman Oprenchak adjourned the meeting at 9:02 p.m.

  
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Chairman & Recording Secretary, Gary Oprenchak

  
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Date

  
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Approved: (Secretary to Sign)

  
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Date

**ROSELLE PUBLIC LIBRARY DISTRICT  
MINUTES FROM THE PERSONNEL AND SALARY  
COMMITTEE OF THE WHOLE MEETING  
SEPTEMBER 21, 2016**

**CALL TO ORDER**

Chairman Pizzicaro called the meeting to order at 8:56 p.m.

**ATTENDANCE**

Five (5) Committee Members were in attendance at the start of the meeting: Sue Ellen Eichholz, Sue Harold, Thomas Piorkowski, Elaine Pizzicaro, and Priscilla Spencer. Also in attendance was Executive Director, Samantha Millsap.

**ABSENT**

There were two (2) absent Committee Members: Terrell Barnes and Gary Oprechak.

**AGENDA**

The agenda topics for the Personnel and Salary Committee of the Whole meeting were: 1) Revised Death in Family for Personnel Handbook to include Illinois Child Bereavement Leave Act; and 2) Revised Sick Pay for Personnel Handbook.

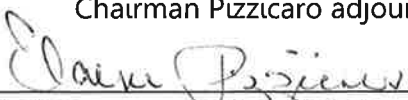
**DISCUSSION**

The policy for Death in the Family was discussed regarding inclusion of the Illinois Child Bereavement Leave Act and the Sick Pay policy were discussed.

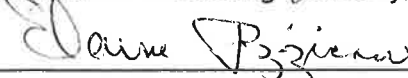
The Executive Director will provide additional research at the October Committee of the Whole meeting.

**ADJOURNMENT**

Chairman Pizzicaro adjourned the meeting at 9:12 p.m.

  
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Chairman & Recording Secretary, Elaine Pizzicaro

11-09-2016  
Date

  
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Approved: (Secretary to Sign)

11.09.2016  
Date