

**ROSELLE PUBLIC LIBRARY DISTRICT
MINUTES FROM THE BUDGET COMMITTEE OF THE WHOLE MEETING
MARCH 14, 2018**

CALL TO ORDER

Chairman Harold called the meeting to order at 7:38 p.m.

ATTENDANCE

Seven (7) Committee Members were in attendance at the start of the meeting: Terrell Barnes, Len Baumgart, Sue Ellen Eichholz, Sue Harold, Gary Oprenchak, Tom Piorkowski, and Priscilla Spencer. Also in attendance was Executive Director, Samantha Millsap.

ABSENT

There were no absent Committee Members.

AGENDA

The agenda item for the Budget Committee of the Whole meeting was the presentation of the first draft of the Working Budget for FY 2019.

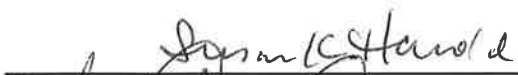
DISCUSSION

The first draft of the Working Budget for Fiscal Year 2019 was discussed. The Executive Director advised that a new column has been added titled "% Change," which captures the percentage change between the prior year's budget amount and the new budget amount. She also mentioned that the HVAC expense has been separated from the Building and Maintenance expense for better transparency regarding non-HVAC expenses.


There was discussion on various expenses items including ebooks, periodicals, legal, tuition reimbursement, newsletter printing, etc. The Executive Director will continue to revise the draft Working Budget and provide updates.

ADJOURNMENT

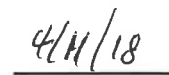
Chairman Harold adjourned the meeting at 7:50 p.m.



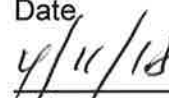
Chairman & Recording Secretary, Sue Harold



Approved: (Secretary to Sign)



Date



Date

**ROSELLE PUBLIC LIBRARY DISTRICT
MINUTES FROM THE BUILDING COMMITTEE OF THE WHOLE MEETING
MARCH 14, 2018**

CALL TO ORDER

Chairman Oprechak called the meeting to order at 7:51 p.m.

ATTENDANCE

Seven (7) Committee Members were in attendance at the start of the meeting: Terrell Barnes, Len Baumgart, Sue Ellen Eichholz, Sue Harold, Gary Oprechak, Tom Piorkowski, and Priscilla Spencer. Also in attendance was Executive Director, Samantha Millsap.

ABSENT

There were no absent Committee Members.

AGENDA


The agenda item for the Building Committee of the Whole meeting was the Youth Services Partition project update.

DISCUSSION

We received new renderings of possible project. There is a possible increase in cost to fill in wall and put up larger taller wall. The Management Team will be talking with the Designer on March 15, 2018 to discuss patterns and designs in glass or clear.


ADJOURNMENT

Chairman Oprechak adjourned the meeting at 8:02 p.m.



Chairman & Recording Secretary, Gary Oprechak

4/11/18
Date



Approved: (Secretary to Sign)

4/11/18
Date

**ROSELLE PUBLIC LIBRARY DISTRICT
MINUTES FROM THE PERSONNEL AND SALARY
COMMITTEE OF THE WHOLE MEETING
MARCH 14, 2018**

CALL TO ORDER

Chairman Piorkowski called the meeting to order at 8:03 p.m.

ATTENDANCE

Seven (7) Committee Members were in attendance at the start of the meeting: Terrell Barnes, Len Baumgart, Sue Ellen Eichholz, Sue Harold, Gary Oprechak, Tom Piorkowski, and Priscilla Spencer. Also in attendance was Executive Director, Samantha Millsap.

ABSENT

There were no absent Committee Members.

AGENDA

The agenda items for the Personnel and Salary Committee of the Whole meeting were: 1) Review Revised Salary Grades/Ranges for Non-Exempt and Exempt Staff; 2) Staffing Recommendations Update; 3) Timetable for Executive Director Evaluation Process for Increase Beginning on Paycheck Dated 7/13/18; and 4) Awarding of Bonuses.

DISCUSSION

Review Revised Salary Grades/Ranges for Non-Exempt and Exempt Staff

Executive Director Millsap presented information. Sue Ellen Eichholz asked question about if mid-point is the proper goal of salaries. Executive Director Millsap gave further explanations. Discussion ensued. Sue Harold questioned if staff should be informed. Executive Director Millsap explained. Further discussion about merit pay raises.

Staffing Recommendations Update

Committee agreed to consider Graphic Artist/Marketing Coordinator Jason Kepler's situation separately. This position's situation was discussed in regards to full-time.

Timetable for Executive Director Evaluation Process for Increase Beginning on Paycheck Dated 7/13/18

Procedure for doing this discussed.

Awarding of Bonuses

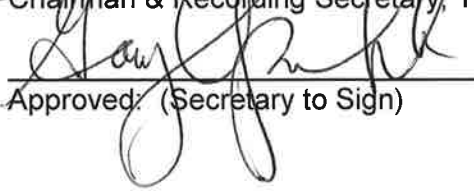
Executive Director Millsap presented her thoughts. Discussion ensued. All agreed.

ADJOURNMENT

Chairman Piorkowski adjourned the meeting at 8:24 p.m.



Chairman & Recording Secretary, Tom Piorkowski



Approved: (Secretary to Sign)

4-11-2018
Date
4/11/18
Date

**ROSELLE PUBLIC LIBRARY DISTRICT
MINUTES FROM THE PLANNING COMMITTEE OF THE WHOLE MEETING
MARCH 14, 2018**

CALL TO ORDER

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

ATTENDANCE

Seven (7) Committee Members were in attendance at the start of the meeting: Terrell Barnes, Len Baumgart, Sue Ellen Eichholz, Sue Harold, Gary Oprechak, Tom Piorkowski, and Priscilla Spencer. Also in attendance was Executive Director, Samantha Millsap.

ABSENT

There were no absent Committee Members.

AGENDA

The agenda item for the Planning Committee of the Whole meeting was Board Self-Evaluation.

DISCUSSION

Board Evaluation


- Looked at every score
- Reviewed all scores
- What the Trustee would like to see changed
 - Everyone participates in discussion, advocate better, don't talk over people, review Strategic Plan quarterly.
- How is Staff interest going?

ADJOURNMENT

Chairman Eichholz adjourned the meeting at 8:54 p.m.



Chairman & Recording Secretary, Sue Ellen Eichholz



Approved (Secretary to Sign)

4-11-2018
Date

04/11/2018
Date