

**ROSELLE PUBLIC LIBRARY DISTRICT
MINUTES FROM THE BUDGET COMMITTEE OF THE WHOLE MEETING
MAY 9, 2018**

CALL TO ORDER

Chairman Harold called the meeting to order at 7:24 p.m.

ATTENDANCE

Six (6) Committee Members were in attendance at the start of the meeting: Terrell Barnes, Sue Ellen Eichholz, Sue Harold, Gary Oprenczak, Tom Piorkowski, and Priscilla Spencer. Also in attendance was Executive Director, Samantha Millsap.

ABSENT

There was one absent Committee Member: Len Baumgart.

AGENDA

The agenda items for the Budget Committee of the Whole meeting were to review: 1) Presentation of Final Draft of Working Budget for FY19; 2) DuPage County Report Tax Extension – Tax Year 2017; 3) Cook County Report Tax Extension – Tax Year 2017; and 4) Presentation of First Draft of Budget and Appropriation Ordinance FY19.

DISCUSSION

The final draft of the Working Budget for FY19 was discussed. The Executive Director advised that she added \$15,000 for the website redesign. This project was going to be funded by the FY18 per capita grant, but the check from the State was very delayed and received too late to complete the work in the current fiscal year. She also advised that if, by any chance, the next per capita check is received prior to the end of this fiscal year, she will hold it for FY 19.

The DuPage County Tax Extension (Tax Year 2017) and the Cook County Tax Extension (Tax Year 2017) have not been received yet.

The first draft of the Budget and Appropriate Ordinance for FY19 was reviewed. The Executive Director advised that the Special Reserve Fund appropriation is adequate to ensure that the estimated budget amount of \$100,000 for the second floor wall project will be covered.

ADJOURNMENT

Chairman Harold adjourned the meeting at 7:27 p.m.



Chairman & Recording Secretary, Sue Harold

6/13/18
Date



Approved: (Secretary to Sign)

6/13/18
Date

**ROSELLE PUBLIC LIBRARY DISTRICT
MINUTES FROM THE POLICY COMMITTEE OF THE WHOLE MEETING
MAY 9, 2018**

CALL TO ORDER

Terrell Barnes served as Chairman Pro Tem in Chairman Baumgart's absence. He called the meeting to order at 7:28 p.m.

ATTENDANCE

Six (6) Committee Members were in attendance at the start of the meeting: Terrell Barnes, Sue Ellen Eichholz, Sue Harold, Gary Oprencak, Tom Piorkowski, and Priscilla Spencer. Also in attendance was Executive Director, Samantha Millsap.

ABSENT

There was one absent Committee Member: Len Baumgart.

AGENDA

The agenda item for the Policy Committee of the Whole meeting was Investment and Cash Management Policy for Library Policy Manual.

DISCUSSION

- Section on Collateralization separate
- The section for Authorized Investments will be made a section
- Sue Harold asked Executive Director Millsap to put a system of controls on the To Do List.

ADJOURNMENT

Chairman Pro Tem Barnes adjourned the meeting at 7:39 p.m.



Chairman Pro Tem & Recording Secretary, Terrell Barnes

7/11/2018

Date



Approved: (Secretary to Sign)

7/11/18

Date

**ROSELLE PUBLIC LIBRARY DISTRICT
MINUTES FROM THE PLANNING COMMITTEE OF THE WHOLE MEETING
MAY 9, 2018**

CALL TO ORDER

Chairman Eichholz called the meeting to order at 7:40 p.m.

ATTENDANCE

Six (6) Committee Members were in attendance at the start of the meeting: Terrell Barnes, Sue Ellen Eichholz, Sue Harold, Gary Oprenchak, Tom Piorkowski, and Priscilla Spencer. Also in attendance was Executive Director, Samantha Millsap.

ABSENT

There was one absent Committee Member: Len Baumgart.

AGENDA

The agenda items for the Planning Committee of the Whole meeting were to discuss: 1) Update on Survey Results; 2) Draft Guidelines for Review of Closed Session Materials; and 3) Trustee/Staff Holiday Event Facility.

DISCUSSION

Update on Survey Results

- The information received was as expected.
- Within written responses, it is most helpful to Trustees.
- People that have responded are who have a voice.
- Working on Strategic Plan and answers are in Survey.
- Working on getting information out there and being up-to-date.

Draft Guidelines for Review of Closed Session

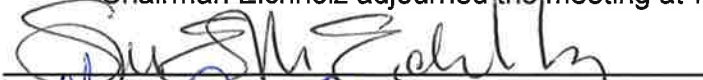
This item will be brought to a vote at the June 13th Board meeting.

Trustee/Staff Holiday Event Facility

- Great to work with Jameson's.
- Jameson's and Bartlett Hills are great options.
- This item will be brought to a vote at the June 13th Board meeting.

ADJOURNMENT

Chairman Eichholz adjourned the meeting at 7:59 p.m.



Chairman & Recording Secretary, Sue Ellen Eichholz

6-13-18

Date



Approved: (Secretary to Sign)

6.13.18

Date

**ROSELLE PUBLIC LIBRARY DISTRICT
MINUTES FROM THE PERSONNEL AND SALARY
COMMITTEE OF THE WHOLE MEETING
MAY 9, 2018**

CALL TO ORDER

Chairman Piorkowski called the meeting to order at 8:00 p.m.

ATTENDANCE

Six (6) Committee Members were in attendance at the start of the meeting: Terrell Barnes, Sue Ellen Eichholz, Sue Harold, Gary Oprenchak, Tom Piorkowski, and Priscilla Spencer. Also in attendance was Executive Director, Samantha Millsap.

ABSENT

There was one absent Committee Member: Len Baumgart.

AGENDA

The agenda item was the Executive Director evaluation.

DISCUSSION

Terrell Barnes made a motion to go into Executive Session at 8:01 p.m. pursuant to the requirement of the Illinois Open Meetings Act under Exemption 5 ILCS 120/2 (c)(1) to discuss Personnel with the topic of the Executive Director evaluation. The motion was seconded. A voice vote was taken with all present voting aye.

Executive Director Millsap left the meeting at 8:02 p.m.

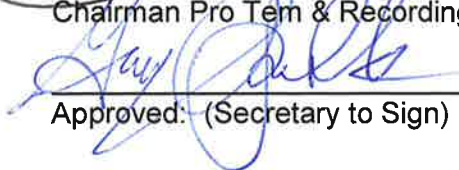
On adjournment of the Executive Session at 8:38 p.m., all the Trustees that were present at the start of the meeting were still present. Len Baumgart remains absent. A voice vote was taken with all present voting aye.

ADJOURNMENT

Chairman Piorkowski adjourned the meeting at 8:39 p.m.



Chairman Pro Tem & Recording Secretary, Tom Piorkowski



Approved: (Secretary to Sign)

6-13-2018
Date
06/13/2018
Date