

**ROSELLE PUBLIC LIBRARY DISTRICT
MINUTES FROM THE BUILDING COMMITTEE OF THE WHOLE MEETING
JUNE 13, 2018**

CALL TO ORDER

Chairman Oprenchak called the meeting to order at 7:45 p.m.

ATTENDANCE

Five (5) Committee Members were in attendance at the start of the meeting: Len Baumgart, Sue Ellen Eichholz, Sue Harold, Gary Oprenchak, and Tom Piorkowski. Also in attendance was Executive Director, Samantha Millsap.

ABSENT

There were two absent Committee Members: Terrell Barnes and Priscilla Spencer.

AGENDA

The agenda item for the Building Committee of the Whole meeting was discussion of Construction Project Contingency Plan for potential change orders.

DISCUSSION

- More involved than anticipated.
- Need to set a threshold for the Director that is more than the present amount of \$10,000.
- Further discussion about this will be at the July meeting.

ADJOURNMENT

Chairman Oprenchak adjourned the meeting at 7:48 p.m.



Chairman & Recording Secretary, Gary Oprenchak



Date



Approved: (Secretary to Sign)



Date

**ROSELLE PUBLIC LIBRARY DISTRICT
MINUTES FROM THE POLICY COMMITTEE OF THE WHOLE MEETING
JUNE 13, 2018**

CALL TO ORDER

Chairman Baumgart called the meeting to order at 7:50 p.m.

ATTENDANCE

Five (5) Committee Members were in attendance at the start of the meeting: Len Baumgart, Sue Ellen Eichholz, Sue Harold, Gary Oprenchak, and Tom Piorkowski. Also in attendance was Executive Director, Samantha Millsap.

ABSENT

There were two absent Committee Members: Terrell Barnes and Priscilla Spencer.

AGENDA

The agenda item for the Policy Committee of the Whole meeting was to discuss the Roselle Public Library District Investment and Cash Management Policy.

DISCUSSION

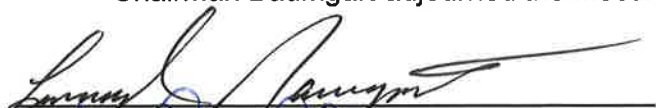
Samantha Millsap distributed the latest draft of the Roselle Public Library District Investment and Cash Management Policy, with comments received to date from Courtney Soesbe from PMA Network. Samantha indicated that she completed final updates to the following sections: Scope, Legality & Safety, Authorized Investments, and Collateralization. We added suggested verbiage from Courtney as well as aligning the frequency of reporting.

Samantha also distributed a sample report that she generated that could serve as the quarterly update to the Board. The Board agreed that it was comprehensive and appeared to meet the needs of communicating current investments to the Board along with information related to the investments.

It was agreed that we would present the final Investment and Cash Management Policy to the Board for a vote at the July Board meeting.

ADJOURNMENT

Chairman Baumgart adjourned the meeting at 8:10 p.m.



Chairman & Recording Secretary, Len Baumgart



Approved: (Secretary to Sign)

7-11-18
Date

7-11-18
Date

**ROSELLE PUBLIC LIBRARY DISTRICT
MINUTES FROM THE BUDGET COMMITTEE OF THE WHOLE MEETING
JUNE 13, 2018**

CALL TO ORDER

Chairman Harold called the meeting to order at 7:41 p.m.

ATTENDANCE

Five (5) Committee Members were in attendance at the start of the meeting: Len Baumgart, Sue Ellen Eichholz, Sue Harold, Gary Oprenczak, and Tom Piorkowski. Also in attendance was Executive Director, Samantha Millsap.

ABSENT

There were two absent Committee Members: Terrell Barnes and Priscilla Spencer.

AGENDA

The agenda items for the Budget Committee of the Whole meeting were to discuss: 1) Second Draft Tentative Budget and Appropriation Ordinance for FY19; 2) DuPage County Tax Extension Report; and 3) Cook County Tax Extension Report.

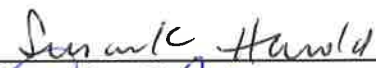
DISCUSSION

The second draft of the Budget and Appropriate Ordinance for FY 19 was presented. The Executive Director advised that there were no changes from the first draft. The Committee will review another draft after the close of the current fiscal year.

The Executive Director also advised that the final DuPage County Tax Extension Report was received and plugged into the draft budget. The final Cook County Tax Extension Report has not been received yet.


ADJOURNMENT

Chairman Harold adjourned the meeting at 7:44 p.m.



Chairman & Recording Secretary, Sue Harold

7/11/18
Date



Approved: (Secretary to Sign)

7/11/18
Date