

**ROSELLE PUBLIC LIBRARY DISTRICT
MINUTES FROM THE BUILDING COMMITTEE OF THE WHOLE MEETING
APRIL 10, 2019**

CALL TO ORDER

Chairman Atkinson called the meeting to order at 7:39 p.m.

ATTENDANCE

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

ABSENT

There was one (1) Committee Member who was absent, Terrell Barnes.

AGENDA

The agenda items for the Building Committee of the Whole meeting were: 1) Capital Assets Updates; and 2) Renovation Update.

DISCUSSION

Reviewed Dewberry Capital Assets report.

Reviewed Dewberry renovation options.

Discussed potential financing options.

ADJOURNMENT

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



Chairman & Recording Secretary, Kory Atkinson

5/8/19
Date



Approved: (Secretary to Sign)

5-8-19
Date

**ROSELLE PUBLIC LIBRARY DISTRICT
MINUTES FROM THE BUDGET COMMITTEE OF THE WHOLE MEETING
APRIL 10, 2019**

CALL TO ORDER

Chairman Harold called the meeting to order at 8:26 p.m.

ATTENDANCE

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

ABSENT

There was one (1) Committee Member who was absent, Terrell Barnes.

AGENDA

The agenda item for the Budget Committee of the Whole meeting was to review the second draft of Working Budget for FY20.

DISCUSSION

The Executive Director provided Draft 2 of the Working Budget for FY 2019-2020. There were few changes from Draft 1 and there was no discussion of this Draft. The final budget will be adopted at the regular June Board meeting.

ADJOURNMENT


Chairman Harold adjourned the meeting at 8:27 p.m.



Chairman & Recording Secretary, Sue Harold

5/8/19

Date



Approved: (Secretary to Sign)

5-9-19

Date

**ROSELLE PUBLIC LIBRARY DISTRICT
MINUTES FROM THE PLANNING COMMITTEE OF THE WHOLE MEETING
APRIL 10, 2019**

CALL TO ORDER

Chairman Eichholz called the meeting to order at 8:28 p.m.

ATTENDANCE

The following Committee Members were in attendance: Sue Ellen Eichholz, Sue Harold, Len Baumgart, Kory Atkinson, Priscilla Spencer and Tom Piorkowski. Also in attendance was Executive Director, Samantha Millsap.

ABSENT

Absent was Terrell Barnes

AGENDA


The agenda items on the Planning Committee of the Whole were: 1) Board Self-Evaluation Review; and 2) Trustee Training Day 5/18/2019.

DISCUSSION

1. Collected 5 trustee evaluation forms. We went through questions that were not consistent with each other. We will do an in depth review during a special meeting so we are able to discuss further action in ways the board can better support the Library.
2. Trustee Day was discussed. The training day will be 5/18/19. Samantha requested all trustees send her a list of food options prior to 5/15/19.

ADJOURNMENT

Chairman Eichholz adjourned the meeting at 9:04 p.m.



Chairman & Recording Secretary, Sue Ellen Eichholz

5-8-2019
Date



Approved: (Secretary to Sign)

5-9-19
Date

**ROSELLE PUBLIC LIBRARY DISTRICT
MINUTES FROM THE POLICY COMMITTEE OF THE WHOLE MEETING
APRIL 10, 2019**

CALL TO ORDER

Chairman Baumgart called the meeting to order at 9:05 p.m.

ATTENDANCE

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

ABSENT

There was one (1) Committee Member who was absent, Terrell Barnes.

AGENDA

The agenda items for the Policy Committee of the Whole meeting were to review: Trustee Policies for Policy Manual, Professional Policies for Policy Manual; Collection Policies for Policy Manual, and Circulation Policies for Policy Manual.

DISCUSSION

We reviewed the different policies under the sections listed above, with no issues from any trustee, as there were no major changes to the actual policies. The Budget and Finance Bylaws were combined under one section within the Trustee Policies.

General formatting was completed to better view the documents in a digital format as the Library continues to migrate all policies to an on-line format. General language cleanup was also enacted where necessary to assist in the flow of the verbiage.

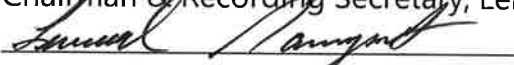
All policies were recommended to be included in the next Board meeting for approval.

ADJOURNMENT

Chairman Baumgart adjourned the meeting at 9:06 p.m.



Chairman & Recording Secretary, Len Baumgart



Approved: (Secretary to Sign)

5-9-19
Date
5-9-19
Date

**ROSELLE PUBLIC LIBRARY DISTRICT
MINUTES FROM THE PERSONNEL & SALARY
COMMITTEE OF THE WHOLE MEETING
APRIL 10, 2019**

CALL TO ORDER

Chairman Piorkowski called the meeting to order at 9:07 p.m.

ATTENDANCE

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

ABSENT

There was one (1) Committee Member who was absent, Terrell Barnes.

AGENDA

The agenda item for the Personnel & Salary Committee of the Whole meeting were: 1) Updated Pay Grade Assignments; and 2) Director Evaluation.

DISCUSSION

Executive Director Millsap presented information concerning pay grades. She explained how this complies with new state laws. All agreed.

Chairman Piorkowski reminded trustees to turn in the Director Evaluation forms and distributed Executive Director's self-evaluation form.

ADJOURNMENT

Chairman Piorkowski adjourned the meeting at 9:10 p.m.



Chairman & Recording Secretary, Tom Piorkowski

5-8-2019
Date



Approved: (Secretary to Sign)

5-8-2019
Date