

**ROSELLE PUBLIC LIBRARY DISTRICT
MINUTES FROM THE BUDGET/FINANCE COMMITTEE OF THE WHOLE MEETING
MAY 8, 2019**

CALL TO ORDER

Chairman Harold called the meeting to order at 8:50 p.m.

ATTENDANCE

Seven (7) Committee Members were in attendance at the start of the meeting: Kory Atkinson, Terrell Barnes, Len Baumgart, Sue Ellen Eichholz, Sue Harold, 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 Budget/Finance Committee of the Whole meeting were to review: 1) Presentation of Final Draft of Working Budget for FY20; and 2) Presentation of First Draft of Budget and Appropriation Ordinance FY20.

DISCUSSION

The Executive Director provided the final draft of the Working Budget for FY 2019-2020. She noted that she added money (\$2,000) for Tuition Reimbursement. Also, there is a revised line item pertaining to the Website: it's been changed from Website Redesign to Website Hosting. The final budget will be adopted at the regular June Board meeting.

The Executive Director also provided the first draft of the Budget and Appropriations Ordinance for FY 2019-2020. There was no discussion on the draft.

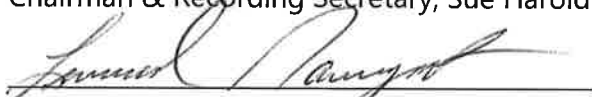
ADJOURNMENT

Chairman Harold adjourned the meeting at 8:52 p.m.



Chairman & Recording Secretary, Sue Harold

6/12/19
Date



Approved: (Secretary to Sign)

6-12-19
Date

**ROSELLE PUBLIC LIBRARY DISTRICT
MINUTES FROM THE POLICY COMMITTEE OF THE WHOLE MEETING
MAY 8, 2019**

CALL TO ORDER

Chairman Piorkowski called the meeting to order at 8:53 p.m.

ATTENDANCE

Seven (7) Committee Members were in attendance at the start of the meeting: Kory Atkinson, Terrell Barnes, Len Baumgart, Sue Ellen Eichholz, Sue Harold, 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 Policy Committee of the Whole meeting were to discuss: 1) Revised Administration Policies for Policy Manual; and 2) Revised Personnel Handbook Pages 1 through 39.

DISCUSSION

Executive Director Millsap discussed changes, mainly in formatting of policies, for the Administration Polices in the Policy Manual.

Executive Director Millsap explained changes to the Personnel Handbook. Efforts made were to make it both friendlier and more user friendly. Major change suggested was for Dress Code Policy. Sue Ellen Eichholz asked question about the Dress Code Policy in regards to past issues. Executive Director Millsap explained her changes. Emphasis is placed on Manager's role in enforcing this.


ADJOURNMENT

Chairman Piorkowski adjourned the meeting at 9:00 p.m.



Chairman & Recording Secretary, Tom Piorkowski

6-12-2019
Date



Approved: (Secretary to Sign)

6-12-19
Date

**ROSELLE PUBLIC LIBRARY DISTRICT
MINUTES FROM THE PLANNING COMMITTEE OF THE WHOLE MEETING
MAY 8, 2019**

CALL TO ORDER

Chairman Eichholz called the meeting to order at 9:01 p.m.

ATTENDANCE

Seven (7) Committee Members were in attendance at the start of the meeting: Kory Atkinson, Terrell Barnes, Len Baumgart, Sue Ellen Eichholz, Sue Harold, 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 Planning Committee of the Whole meeting were: 1) Trustee Day Planning; 2) Trustee/Staff Holiday Event; and 3) Draft IGA for Library Services.

DISCUSSION

- Discussed final details for Trustee Day on Saturday 5/18 at the Library.
- Discussed Jameson's as the location for the 2019 Holiday Party, with further discussion at next month's meeting.
- Reviewed a draft IGA with Medinah School District 11 for library services for unserved students, gave Executive Director consent to move forward with the process and bring it for approval at a future meeting

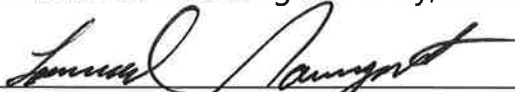
ADJOURNMENT

Chairman Eichholz adjourned the meeting at 9:16 p.m.



Chairman & Recording Secretary, Sue Ellen Eichholz

9-11-19
Date



Approved: (Secretary to sign)

8-14-19
Date