

**ROSELLE PUBLIC LIBRARY DISTRICT  
MINUTES FROM THE BUILDING COMMITTEE OF THE WHOLE MEETING  
JUNE 12, 2019**

**CALL TO ORDER**

Chairman Atkinson called the meeting to order at 7:29 p.m.

**ATTENDANCE**

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

**ABSENT**

Two (2) Committee Members were absent: Terrell Barnes and Priscilla Spencer.

**AGENDA**

The agenda items for the Building Committee of the Whole meeting were: 1) Metes and Bounds Study; and 2) Renovation Planning.

**DISCUSSION**

Utility Easement revealed by Metes and Bounds study. Expanded meeting rooms may not be an option.


Existence of easement changes focus from away from meeting room expansion.

**ADJOURNMENT**

Chairman Atkinson adjourned the meeting at 7:34 p.m.

  
\_\_\_\_\_  
Chairman & Recording Secretary, Kory Atkinson

7/10/19  
Date

  
\_\_\_\_\_  
Approved: (Secretary to Sign)

7-10-19  
Date

**ROSELLE PUBLIC LIBRARY DISTRICT  
MINUTES FROM THE BUDGET/FINANCE COMMITTEE OF THE WHOLE MEETING  
JUNE 12, 2019**

**CALL TO ORDER**

Chairman Harold called the meeting to order at 7:35 p.m.

**ATTENDANCE**

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

**ABSENT**

Two (2) Committee Members were absent: Terrell Barnes and Priscilla Spencer.

**AGENDA**

The agenda items for the Budget/Finance Committee of the Whole meeting were: 1) Second Draft Tentative Budget and Appropriation Ordinance for FY20; 2) Q2 2019 Investment Update; and 3) PMA Securities, Inc.

**DISCUSSION**

The Executive Director had provided the second draft Tentative Budget and Appropriate Ordinance for FY20. There were no comments or questions on the document.

The Executive Director then reviewed the 2nd Quarter Investment update. There were no comments or questions on the report.

The Executive Director then discussed information that had been provided by Andrew Kim of PMA Securities, Inc. on services it can provide should the Library consider a limiting rate referendum for capital improvement needs. It had also provided information on the Palatine Public Library District's recent successful referendum. There was discussion regarding the pros and cons of this approach vs. debt issuance. There will be further discussion on this general topic and Andrew Kim will be a guest at a special meeting to be scheduled.

**ADJOURNMENT**

Chairman Harold adjourned the meeting at 7:56 p.m.

Sue Harold

Chairman & Recording Secretary, Sue Harold

7/10/19

Date

[Signature]

Approved: (Secretary to Sign)

7-10-19

Date

**ROSELLE PUBLIC LIBRARY DISTRICT  
MINUTES FROM THE PERSONNEL AND SALARY  
COMMITTEE OF THE WHOLE MEETING  
JUNE 12, 2019**

**CALL TO ORDER**

Chairman Baumgart called the meeting to order at 7:57 p.m.

**ATTENDANCE**

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

**ABSENT**

Two (2) Committee Members were absent: Terrell Barnes and Priscilla Spencer.

**AGENDA**

The agenda item for the Personnel and Salary Committee of the Whole meeting was to continue to review and discuss Personnel Handbook revisions.

**DISCUSSION**

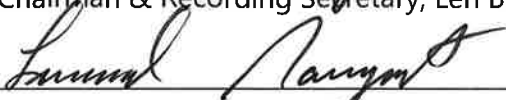
Executive Director Millsap walked us through several of the revisions regarding the second half of the Personnel Handbook. There was much discussion regarding the new Department of Labor law, which references employee expense reimbursement. Executive Director Millsap indicated that more thought needs to be focused regarding the use of cell phones. While the Library does not currently provide employees with cell phones or pay for their service contracts, cell phone use is becoming more of the norm in daily life both at work and outside. Several options were discussed regarding potential reimbursement. Samantha will continue to explore how this is being handled within other libraries and government agencies. No further action by the board at this time.

**ADJOURNMENT**

Chairman Baumgart adjourned the meeting at 8:09 p.m.

  
\_\_\_\_\_  
Chairman & Recording Secretary, Len Baumgart

7-10-19  
Date

  
\_\_\_\_\_  
Approved: (Secretary to Sign)

7-10-19  
Date

**ROSELLE PUBLIC LIBRARY DISTRICT  
MINUTES FROM THE PLANNING COMMITTEE OF THE WHOLE MEETING  
JUNE 12, 2019**

**CALL TO ORDER:**

Chairman Eichholz called the meeting to order at 8:10pm

**ATTENDANCE:**

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

**ABSENT:**

Absent was Terrell Barnes and Priscilla Spencer

**AGENDA:**

The agenda items on the Planning Committee of the Whole were:

- 1) Holiday Party Options
- 2) Future Consortium Membership
- 3) Board Self-Evaluation

**DISCUSSION:**

- 1 Jameson's was decided on for the Holiday Party. 12/13/2019 is the tentative date
- 2 There was concern in regards to pricing for the Future Consortium Membership. We will have people retiring and salaries will pay for this as well as SWAN.
- 3 Board members reviewed the self-evaluation and discussed ways to better the board as a whole.

**ADJOURNMENT:**

Chairman Eichholz adjourned the meeting at 9:31pm

  
\_\_\_\_\_  
Chairman & Recording Secretary

9-11-19  
Date

  
\_\_\_\_\_  
Approved: Secretary

7-10-19  
Date