North Riverside Public Library District

2400 S. DesPlaines Avenue

North Riverside, IL 60546

# Minutes of the meeting of June 17, 2024

1. Open of Meeting

A. The meeting was called to order by Trustee Corgiat at 6:11 p.m. Roll call was taken.

Present: Trustee Annette Corgiat, Trustee Greg Gordon, Trustee John Mathias, Trustee Jeanne Ottenweller, Trustee Ken Rouleau, Trustee Kyle Johnson, Trustee Kathy Bonnar

Also Present: Jill Cannizzo & Director Starosta

B. A quorum was established.

C. There were no visitors present tonight.

D. Trustee Mathias made a motion to amend the agenda to move 7.a. to follow 7.c. Trustee Johnson second the motion. All ayes, motion carried.

2. Open Forum

No one was present.

3. Consent Agenda

A. Trustee Mathias make a motion to approve the consent agenda as presented. Trustee Johnson second the motion. Roll call vote: Ayes: Trustee Annette Corgiat, Trustee Greg Gordon, Trustee John Mathias, Trustee Jeanne Ottenweller, Trustee Ken Rouleau, Trustee Kyle Johnson, Trustee Kathy Bonnar; Nays: none. Motion carried.

Secretary

1. All read and agree to the minutes of the May 20th regular Board meeting and the June 3rd Committee of the Whole meeting.
2. No correspondence.

Treasurer

1. May 2024 Financial Statements approved – no discussion.
2. Authorization to transfer $90,000 from the money market account which currently has a balance of $172,905.11 in Checking $6,374.12, and $456,812.45 in IL Fund as of 6/13/2024.

4. President’s Report

Board Action Log –

Fourth of July is coming. President Corgiat and Director Starosta are working on it. Director Starosta and one employee will be in the parade. Board members will not be participating this year. Trustees Corgiat and Mathias as well as Youth Services Manager Natalie Aguirre attended the annual Mayor’s Golf Outing fund raiser.

5. Director’s Report

Director Starosta sends weekly emails. If there are any questions about these reports, email her. Her focus right now is Summer Reading Program. Programs are still running and they are very well attended and some of them even have had wait lists. Build Guild, makerspace usage has continued to increase.

6. Committee Reports

A. Advocacy (Trustee Ottenweller)

Nothing to report tonight.

B. Buildings & Grounds (Trustee Rouleau)

Trustee Rouleau reported they are seeking additional fence bids but waiting until the new Fiscal Year to begin the project.

C. Finance (Trustee Mathias)

Trustee Mathias reported that when he met with Director Starosta there was over $2000 earned in interest in the IL Fund. Capital One Credit Card had no additional interest. Budget Trustee Mathias and Director Starosta worked together and are good on the income side. Trustee Matias expressed concern that the Library might be paying tax on its Amazon purchases. Director Starosta noted that they had discussed this when they met last and the Library does not pay tax on these purchases. She will upload several receipts for the Committee of the Whole meeting. Trustee Mathias reviewed the loan documents from the HVAC replacement and noted that the Library will pay $68,000 in interest which could have been avoided if the Library had saved money. Director Starosta noted that is currently being done and she is working with Trustee Rouleau on a Capital plan for future projects and savings.

D. Personnel (Trustee Gordon)

Trustee Gordon reported that the Director’s review will be distributed in the next few days to the Board and the Managers. Trustee Corgiat asked what is happening with the Marketing position. Director Starosta is working to finish the job description and funds were noted in the Budget Justification document in Adult Services for a 14.5 hour position.

E. Policy (Trustee Bonnar)

Nothing to report tonight.

1. Strategic Planning (Trustee Johnson)

Trustee Johnson will be sending out the prior surveys and will be scheduling a Strategic Planning Committee meeting soon.

1. Grants (Director Starosta)

Director Starosta reported that the Library received the annual Per Capita grant for just over $11,000 and that she applied for a migratory birds grant for programming and kits.

7. New Business

B. Non-resident Ordinance

Director Starosta explained the need for the yearly ordinance. Trustee Rouleau made a motion to accept the Non-resident Ordinance as presented. Trustee Bonnar seconded the motion. All ayes, motion carried.

C. Annual Meeting and Closure Ordinance

Director Starosta noted that she added a section that mentioned additional committee meetings would be scheduled. Trustee Corgiat asked if there were dates included. Trustee Rouleau made a motion to accept the Annual Meeting and Closure Ordinance as presented. Trustee Ottenweller seconded the motion. All ayes, motion carried.

A. Draft FY25 Working Budget

Trustee Mathias made a motion to approve the 2% COLA increase budget with the possibility to have a second increase for staff later in the year. No second. Motion dismissed.

Trustee Gordon made a motion to approve 3% COLA plus merit increase budget as presented. Trustee Ottenweller second the motion. Trustee Johnson noted that employers should treat salary like a utility rather than a benefit and that it is more costly to replace employees than retain them. Trustee Ottenweller expressed her desire to invest in the Library employees as the most important thing. Trustee Bonnar said that she notices people visit the Library for our people. Roll call vote: Ayes: Trustee Annette Corgiat, Trustee Greg Gordon, Trustee Jeanne Ottenweller, Trustee Ken Rouleau, Trustee Kyle Johnson, Trustee Kathy Bonnar; Nays: Trustee John Mathias. Motion carried.

8. Trustee Rouleau make a motion to adjourn the meeting at 7:05 p.m. Trustee Bonnar second the motion. All ayes, motion carried.

The next Board meeting is scheduled for July 15, 2024 at 6:00 p.m.

Respectfully Submitted

Natalie Starosta