

**ROSELLE PUBLIC LIBRARY DISTRICT
MINUTES OF THE REGULAR BOARD OF TRUSTEES MEETING
JANUARY 13, 2016, AT 7:00 P.M.**

CALL TO ORDER

President Eichholz called the meeting to order at 7:00 p.m.

PRESENT

Six (6) Board Members were present at the start of the meeting: President, Sue Ellen Eichholz; Vice President, Priscilla Spencer; Treasurer, Sue Harold; Secretary, Elaine Pizzicaro; Trustee, Terrell Barnes; and Trustee, Gary Oprechak. Trustee, Thomas Piorkowski arrived at 7:05 p.m. Also present were Executive Director, Amy Cawley; Recording Secretary, Debbie Green; Adult Services Department Manager, Marcia Bose; Automation Coordinator and Technical Services Manager, Lynn Dennis; Circulation Department Manager, Christy Snyders; and Youth Services Department Manager, Leann Skeens.

ABSENT

There were no Trustees who were absent.

PLEDGE OF ALLEGIANCE

ADOPTION OF AGENDA

Trustee Oprechak made a motion to adopt the agenda, as presented. The motion was seconded. A voice roll call was conducted with all present voting aye.

PUBLIC COMMENT

There were no public comments or questions.

CONSENT AGENDA

A. Secretary's Report

1. Minutes of the Regular Board of Trustees Meeting Dated 12/9/15
2. Minutes of the Special Board of Trustees Meeting Dated 12/16/15

B. Approval of Expenditure Warrants

1. Bill List Dated 12/26/15 in the Amount of \$5,977.84
2. Bill List Dated 12/30/15 in the Amount of \$20.00
3. Bill List for IMRF Electronic Funds Transfer Payment Dated 12/30/15 in the Amount of \$12,613.21
4. Bill List Dated 1/13/16 in the Amount of \$67,553.53
5. Payroll Dated 1/15/16 and 1/29/16
6. Bill Dated for 1/13/16(a) in the Amount of \$6,617.81

C. Committee Reports

1. Budget – No Report
2. Public Relations – No Report
3. Policy – No Report
4. Personnel & Salary – Minutes Dated 12/16/15
5. Building – No Report
6. Planning – No Report
7. Audit – No Report
8. Finance – No Report

Vice President Spencer made a motion to accept the Consent Agenda. The motion was seconded. A roll call produced the following results:

AYES: Barnes, Harold, Oprenchak, Pizzicaro, Spencer, Eichholz

NAYS: None

ABSTAIN: None

ABSENT: Piorkowski

The motion was approved.

TREASURER'S REPORT

Treasurer Harold reported on the following pertaining to the December 2015 Treasurer's Report:

- New line item added for Itasca Bank & Trust HRA Medical Account
- Equity section reflects an additional \$72,000.00 in the Special Reserve Fund
- Do not know as yet, if Per Capita Grant monies will be received
- Reported on Summary Balances
- Expenditures noted were \$15,000.00 for furniture order and Workers Comp and Property/Casualty insurance premiums
- \$5,000.00 moved to HRA line item due to an additional eligible employee signing up for health insurance

Trustee Oprenchak made a motion to approve the Treasurer's Report, as presented. The motion was seconded. A roll call produced the following results:

AYES: Barnes, Harold, Oprenchak, Pizzicaro, Spencer, Eichholz

NAYS: None

ABSTAIN: None

ABSENT: Piorkowski

The motion was approved.

CORRESPONDENCE

Executive Director Cawley reported on the following correspondence:

- LACONI Trustee Banquet scheduled for May 13th from 6:00-9:00 p.m.

Thomas Piorkowski arrived at 7:05 p.m.

- Thank you letters from the Volunteer Council of Bloomingdale Township for the donation of items from the Library's Mitten Tree.
- Forwarded Annual Report sent from Literacy of DuPage
- Thank you note from Trustee Oprenchak and his family for the expression of sympathy to their family

EXECUTIVE DIRECTOR'S REPORT

Executive Director Cawley reported on the following in addition to including her report in the Board Packets:

- Forwarded Tentative 2016 Library Calendar
- Change in schedule for the Interior Improvement project, per Dewberry Architects, due to an influx in orders for carpeting. Currently, the lead time went from three weeks to six weeks. Forwarded tentative new schedule for this project, which may also change. She will keep the Trustees apprised.
- Reminder of Illinois Legislation Meet-up and Trustee Day. Forward registration(s) to the Business Office Manager.

PRESIDENT'S REPORT

President Eichholz reported that on January 19th District #12 is holding a Community Meeting.

TRUSTEE'S REPORT

There was no Trustees Report.

FRIENDS OF THE LIBRARY REPORT

Executive Director Cawley reported that the Friends of the Library Spring book sale fundraiser will be held to coincide with Volunteer Appreciation Musical Sunday in April.

RAILS REPORT

There was nothing new to report in January.

ROSELLE PUBLIC LIBRARY FOUNDATION REPORT

There was nothing new to report in January.

UNFINISHED BUSINESS

There was no Unfinished Business for January.

NEW BUSINESS

A. Determine Disposition of Certificate of Deposit Maturing on 1/16/16 from Roselle Bank & Trust

Secretary Pizzicaro made a motion to rollover Certificate of Deposit #2300002667 at Roselle Bank & Trust, maturing on January 16, 2016, for a 12-month term with an interest rate of .75% APY. The motion was seconded. A roll call produced the following results:

AYES: Barnes, Harold, Oprechak, Piorkowski, Pizzicaro, Spencer, Eichholz

NAYS: None

ABSTAIN: None

ABSENT: None

The motion was approved.

B. Set Time for Special Meeting for Certificate of Deposit Maturing 1/26/16 from First Eagle Bank or Determine at January Committee of the Whole Meeting

It was determined to hold a Special Board of Trustees meeting before the January 20th Committee of the Whole meeting to determine disposition of Certificate of Deposit maturing on January 26, 2016, from First Eagle Bank.

C. Approval to Hold Annual Food for Late Fees Program during National Library Week 2016

Trustee Oprenchak made a motion to approve to hold the annual Food for Late Fees program during National Library Week in April 2016. The motion was seconded. A roll call produced the following results:

AYES: Barnes, Harold, Oprenchak, Piorkowski, Pizzicaro, Spencer, Eichholz

NAYS: None

ABSTAIN: None

ABSENT: None

The motion was approved.

D. Closed or Executive Session

Trustee Oprenchak made a motion to go into Executive Session at 7:18 p.m. pursuant to the requirement of the Illinois Open Meetings Act under Exemption 5ILCS 120/2 (c) (21) to discuss minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the Minutes or semi-annual review of the Minutes as mandated by Section 2.06. The motion was seconded. A voice vote was conducted with all present voting aye.

On adjournment of the Executive Session at 7:23 p.m., President Eichholz announced that all the Trustees that were at the start of the meeting were still present.

E. Vote after Review -- Executive Session Minutes (5ILCS 120/2.06)

President Eichholz and Trustee Barnes reviewed the sealed Executive Session minutes and tapes. In compliance with the Open Meetings Act Amendment the following motions were made:

Trustee Oprenchak made a motion to destroy Executive Session Tape Dated May 13, 2009, and to release to the public and post Executive Session Minutes Dated January 19, 2011. The motion was seconded. A roll call produced the following results:

AYES: Barnes, Harold, Oprenchak, Piorkowski, Pizzicaro, Spencer,
Eichholz

NAYS: None

ABSTAIN: None

ABSENT: None

The motion was approved.

Agenda for January 20, 2016, Special Board of Trustees Meeting

The topic for the January 20, 2016, Special Board of Trustees meeting agenda was to determine the disposition of Certificate of Deposit maturing on January 26, 2016, from First Eagle Bank.

Agenda for January 20, 2016, Committee of the Whole Meeting

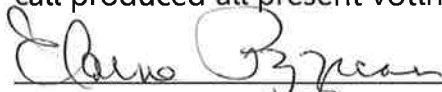
There were three (3) Committee of the Whole meetings scheduled for January 20, 2016. The Budget Committee of the Whole meeting with the topics: 1) Discuss Budget Planning and Goals for FY 2016/2017; and 2) Budget Timeline for FY 2016/2017 Budget Process, Presented. The Policy Committee of the Whole meeting with the topic to discuss Collection Management Policy Sections I-VII (pages 5-3 to 5-5). The Planning Committee of the Whole meeting with the topic to discuss Board Self-Evaluation worksheet.

CITIZEN COMMENTS/QUESTIONS

There were no citizen comments or questions.

ADJOURNMENT

The meeting was adjourned at 7:25 p.m. The motion was seconded. A roll call produced all present voting aye. The motion was approved.


Minutes Approved: Secretary

2/10/2016
Date

**ROSELLE PUBLIC LIBRARY DISTRICT
MINUTES FROM THE SPECIAL BOARD OF TRUSTEES MEETING
JANUARY 20, 2016**

CALL TO ORDER

President Eichholz called the meeting to order at 7:00 p.m.

PRESENT

Five (5) Board Members were in attendance at the start of the meeting: President, Sue Ellen Eichholz; Vice President, Priscilla Spencer; Secretary, Elaine Pizzicaro; Trustee, Terrell Barnes; and Trustee, Thomas Piorkowski. Also in attendance was Executive Director, Amy Cawley.

ABSENT

There were two (2) Board Members who were absent: Treasurer, Sue Harold; and Trustee, Gary Oprechak.

PLEDGE OF ALLEGIANCE

ADOPTION OF AGENDA

President Eichholz made a motion to approve the agenda. The motion was seconded with all present voting aye.

PUBLIC COMMENT

There were no public comments or questions.

DETERMINE DISPOSITION OF CERTIFICATE OF DEPOSIT MATURING ON JANUARY 26, 2016, FROM FIRST EAGLE BANK

Secretary Pizzicaro made a motion to roll over Certificate of Deposit #490031 at First Eagle Bank at a rate of 0.75% APY for a 12-month term. The motion was seconded. A roll call produced the following results:

AYES: Barnes, Piorkowski, Pizzicaro, Spencer, Eichholz

NAYS: None

ABSTAIN: None

ABSENT: Harold, Oprechak

The motion was approved.

FURNITURE GIVEAWAY FEBRUARY 8-12, 2016

It was agreed to include the wooden chairs from the table in the Director's office in the furniture giveaway scheduled for February 8-12, 2016.

DIRECTOR'S COMMENTS

The Executive Director had no comments.

TRUSTEE COMMENTS

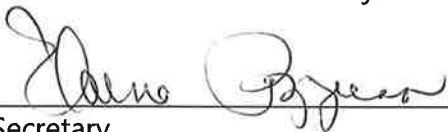
There were no comments from the Trustees.

PUBLIC COMMENTS/QUESTIONS

There were no comments or questions.

ADJOURNMENT

President Eichholz adjourned the meeting at 7:05 p.m.


Secretary

2/10/2016
Date