

**ROSELLE PUBLIC LIBRARY DISTRICT  
MINUTES FROM THE PERSONNEL AND SALARY  
COMMITTEE OF THE WHOLE MEETING  
JANUARY 11, 2016**

**CALL TO ORDER**

Chairman Pizzicaro called the meeting to order at 5:45 p.m.

**ATTENDANCE**

Seven (7) Committee Members were in attendance at the start of the meeting: Terrell Barnes, Sue Ellen Eichholz, Sue Harold, Gary Oprechak, Thomas Piorkowski, Elaine Pizzicaro, and Priscilla Spencer.

**ABSENT**

There were no absent Committee Members.

**AGENDA**

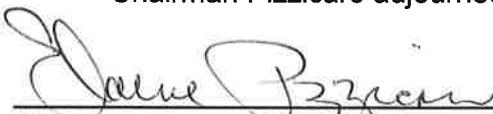
The agenda item for the Personnel and Salary Committee of the Whole meeting was to review search firms for the Executive Director position as a result of the current Director retirement.


**DISCUSSION**

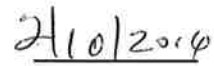
The Board met with Lynn Elam Consulting Inc. and John Keister & Associates regarding the Executive Director position. The Board decided to award a contract to John Keister & Associates.

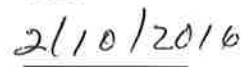
**ADJOURNMENT**

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

  
\_\_\_\_\_  
Chairman & Recording Secretary, Elaine Pizzicaro

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

  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Date

**ROSELLE PUBLIC LIBRARY DISTRICT  
MINUTES FROM THE BUDGET COMMITTEE OF THE WHOLE MEETING  
JANUARY 20, 2016**

**CALL TO ORDER**

Sue Ellen Eichholz served as Chairman Pro Tem in Chairman Harold's absence. The meeting was called to order at 7:06 p.m.

**ATTENDANCE**

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

**ABSENT**

Two (2) Committee Members were absent: Sue Harold and Gary Oprenczak.

**AGENDA**

The agenda items for the Budget Committee of the Whole meeting for discussion were: 1) Discuss Budget Planning and Goals for Fiscal Year 2016/2017; and 2) Budget Timeline for Fiscal Year 2016/2017 Budget Process, Presented.

**DISCUSSION**

Timeline:

Executive Director Cawley will create a budget so one is in place. Any changes can be amended.

Goals & Challenges:

- Watch minimum wage, it may change dependent on State.
- Exempt Status for Executive Director and Managers
- TIF District should not affect budget for next year or two. Properties are raising values so TIF will be a problem in coming years.
- CPI is currently at .8, with CPI for December 2015 at .5 that will affect extension FY 2017/2018
- 2016-2017 Actuary Study coming up
- F.E. Moran inspection contract up in 2016, need new contract for 2017.
- 2017 NIMEC is coming up
- 2017 Johnson Controls contracts will be coming up


- Executive Director Cawley is meeting with Managers and looking at salary recommendations.
- Review Building Changes and Maintenance
- Possibly up Graphic Artist/Marketing Coordinator hours to 25 per week, if possible
- Requested Bill Grigg, CPA, costs for FY 16/17
- Review Consolidated Systems Data

**ADJOURNMENT**

Chairman Pro Tem Eichholz adjourned the meeting at 7:42 p.m.

  
\_\_\_\_\_  
Chairman Pro Tem & Recording Secretary, Sue Ellen Eichholz

2-10-16  
Date

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

2/10/16  
Date

**ROSELLE PUBLIC LIBRARY DISTRICT  
MINUTES FROM THE POLICY COMMITTEE OF THE WHOLE MEETING  
JANUARY 20, 2016**

**CALL TO ORDER**

Chairman Pro Tem Eichholz called the meeting to order at 7:43 p.m.

**ATTENDANCE**

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

**ABSENT**

Two (2) Committee Members were absent: Sue Harold and Gary Oprenczak.

**AGENDA**

The agenda item for the Policy Committee of the Whole meeting was to review Collection Management Policy, Sections I-VII (pages 5-3 to 5-5).

**DISCUSSION**

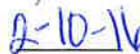
The Committee looked over the Collection Management Policy, Section I-VII, pages 5-3 to 5-5. Additional changes in punctuation, capitalization, etc. were recommended.


The Committee will receive the next section of the Collection Management Policy at the February Policy Committee of the Whole meeting.


**ADJOURNMENT**

Chairman Pro Tem Eichholz adjourned the meeting at 7:47 p.m.

  
\_\_\_\_\_  
Chairman Pro Tem & Recording Secretary, Sue Ellen Eichholz

  
\_\_\_\_\_  
Date

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

  
\_\_\_\_\_  
Date

**ROSELLE PUBLIC LIBRARY DISTRICT  
MINUTES FROM THE PLANNING COMMITTEE OF THE WHOLE MEETING  
JANUARY 20, 2016**

**CALL TO ORDER**

Chairman Pro Tem Piorkowski called the meeting to order at 7:47 p.m.

**ATTENDANCE**

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

**ABSENT**

Two (2) Committee Members were absent: Sue Harold and Gary Oprechak.

**AGENDA**

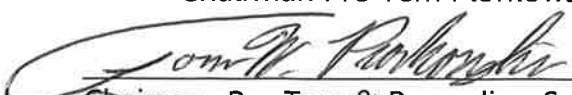
The agenda item for the Policy Committee of the Whole meeting was to review Board Self-Evaluation Worksheet.

**DISCUSSION**

Elaine Pizzicaro voiced concern over whether we could answer for others. Chairman Pro Tem Piorkowski responded that questions were meant to facilitate discussion. Sue Ellen Eichholz voiced appreciation and questioned F/B-2. Elaine Pizzicaro again voiced concern over scope of question. Sue Ellen Eichholz then read emailed comments from Sue Harold. F/B-2 split into two questions on her recommendation. Elaine Pizzicaro questioned "politics" in Advocacy. We removed "politics" from question. Elaine Pizzicaro asked Priscilla Spencer's opinions. She mentioned political role of office. Executive Director Cawley reworded it. Box number 7 was reviewed and changed. Policy, 3, capitalized a letter. Elaine Pizzicaro asked about Planning 4, remaining unchanged.

**ADJOURNMENT**

Chairman Pro Tem Piorkowski adjourned the meeting at 8:01 p.m.

  
\_\_\_\_\_  
Chairman Pro Tem & Recording Secretary, Thomas Piorkowski

2/10/2016  
Date

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

2/10/2016  
Date