

**ROSELLE PUBLIC LIBRARY DISTRICT
MINUTES FROM THE FINANCE COMMITTEE OF THE WHOLE MEETING
FEBRUARY 17, 2016**

CALL TO ORDER

Sue Ellen Eichholz served as Chairman Pro Tem in Chairman Harold's absence. She called the meeting to order at 7:03 p.m.

ATTENDANCE

Four (4) Committee Members were in attendance at the start of the meeting: Sue Ellen Eichholz, Gary Oprenchak, Elaine Pizzicaro, and Priscilla Spencer. Thomas Piorkowski arrived at 7:08 p.m. Also in attendance were Executive Director, Amy Cawley; Maintenance Technician, Steven Schreiner; and John Binneboese from Itasca Bank and Trust.

ABSENT

There were two (2) absent Committee Members: Terrell Barnes, and Sue Harold.

AGENDA

The agenda item for the Finance Committee of the Whole meeting was presentation from John Binneboese from Itasca Bank and Trust.

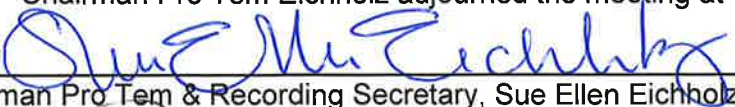
DISCUSSION

Collateralization:


- Service 16 taxing bodies in the area
- Itasca Bank and Trust appreciate taxing bodies because they are an independent community bank. They are 1 of 2 left.
- \$460 million dollars strong with a five star bank rating
- Conservative bank: they lend and invest conservatively
- Lend on average 80% ratio
- 64% business / 32% residential
- Don't charge taxing bodies because the bank likes having taxing bodies. A big money saver.
- Bank secures through State, federal, municipal bonds, and government bonds
- Bank would be willing to add collateral for collateralization. The bank monitors on a monthly basis.
- Community minded / focused bank
- Epay – there is now a surcharge, per month and we will need to start looking at other venues.
- All funds are secured by the government by 110%

ADJOURNMENT

Chairman Pro Tem Eichholz adjourned the meeting at 7:35 p.m.



Chairman Pro Tem & Recording Secretary, Sue Ellen Eichholz



Approved: (Secretary to Sign)

3-9-16

Date

3/9/16

Date

**ROSELLE PUBLIC LIBRARY DISTRICT
MINUTES FROM THE PLANNING COMMITTEE OF THE WHOLE MEETING
FEBRUARY 17, 2016**

CALL TO ORDER

Chairman Eichholz called the meeting to order at 7:36 p.m.

ATTENDANCE

Five (5) Committee Members were in attendance at the start of the meeting: Sue Ellen Eichholz, Gary Oprencak, Thomas Piorkowski, Elaine Pizzicaro, and Priscilla Spencer. Also in attendance were Executive Director, Amy Cawley; and Maintenance Technician, Steven Schreiner.

ABSENT

There were two (2) absent Committee Members: Terrell Barnes, and Sue Harold.

AGENDA

The agenda items for the Planning Committee of the Whole meeting were: 1) Maintenance Technician Presentation on Facility Updates to the Facility Study and Planning Tool; 2) Executive Director Goals prior to March 31st; 3) Board Self-Evaluation; and 4) Holiday Party Venue for 2016.

DISCUSSION

Presentation by staff member, Maintenance Technician Steven Schreiner, pertaining to updates to the Facility Planning tool:

- Will highlight changes in maroon so Trustees know the difference
- Priorities are listed by Dewberry
- Explained the Maintenance Facility tool and how information is changed

Discussion on Executive Director Amy Cawley's goals before her last day before retirement of March 31st:

- First draft of budget, list of contracts, IL Funds information, extension information list, letters to remove her name from accounts, and would also like to look at the Strategic Plan and go through all information

Board Self-Evaluation:

- Go over Board self-evaluation

Holiday Event 2016:

- Business Office Manager Debbie Green is still researching

ADJOURNMENT

Chairman Eichholz adjourned the meeting at 8:40 p.m.

Sue Ellen Eichholz

Chairman & Recording Secretary, Sue Ellen Eichholz

Elaine Pizzini

Approved: (Secretary to Sign)

3-9-16

Date

3/9/16

Date

**ROSELLE PUBLIC LIBRARY DISTRICT
MINUTES FROM THE BUDGET COMMITTEE OF THE WHOLE MEETING
FEBRUARY 17, 2016**

CALL TO ORDER

Sue Ellen Eichholz served as Chairman Pro Tem in Chairman Harold's absence. She called the meeting to order at 8:41 p.m.

ATTENDANCE

Five (5) Committee Members were in attendance at the start of the meeting: Sue Ellen Eichholz, Gary Oprechak, Thomas Piorkowski, Elaine Pizzicaro, and Priscilla Spencer. Also in attendance were Executive Director, Amy Cawley; and Maintenance Technician, Steven Schreiner.

ABSENT

There were two (2) absent Committee Members: Terrell Barnes, and Sue Harold.

AGENDA

The agenda items for the Budget Committee of the Whole meeting were: 1) Presentation of First Estimate of Projected Income for FY 2016/2017; 2) Review Salary Recommendations for FY 2016/2017; and 3) Review Department Staffing Requests for FY 2016/2017.

DISCUSSION

First Estimate of Projected Income for FY 2016/2017

Executive Director Cawley reported that she still is waiting for the extension. At this point, do not know where the Library will be with the TIF District.

Salary Recommendations for FY 2016/2017

Executive Director Cawley forwarded budget by % in columns showing possible increase, with maximum for figuring, at 2% on salary.

Review Department Staffing Requests for FY 2016/2017

Additional two hours per week, for Graphic Artist/Marketing Coordinator was requested. This will be put to a vote at the March 9, 2016, Regular Board of Trustees meeting.

ADJOURNMENT

Chairman Pro Tem Eichholz adjourned the meeting at 9:02 p.m.



Chairman Pro Tem & Recording Secretary, Sue Ellen Eichholz


Approved: (Secretary to Sign)

3-9-16
Date
3/9/16
Date

**ROSELLE PUBLIC LIBRARY DISTRICT
MINUTES FROM THE POLICY COMMITTEE OF THE WHOLE MEETING
FEBRUARY 17, 2016**

CALL TO ORDER

Chairman Piorkowski called the meeting to order at 9:02 p.m.

ATTENDANCE

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

ABSENT

There were two (2) absent Committee Members: Terrell Barnes, and Sue Harold.

AGENDA


The agenda item for the Policy Committee of the Whole meeting was Section III, Specific Criteria for Selection – Adult Materials (A) (pages 5-5 to 5-13) of the Collection Management Policy.

DISCUSSION

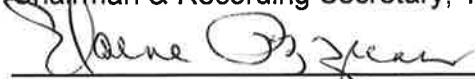
Elaine Pizzicaro made suggestion for changes to Section VIII to add “Young Adults and Teens” to Adult Services. Chairman Piorkowski made suggestion to change Section VIII, A. Change made. Elaine Pizzicaro made suggestion, with Executive Director Cawley explaining, suggestion withdrawn. Elaine made suggestion to change first paragraph of Section VIII, A. Executive Director Cawley explained it further. Elaine Pizzicaro made suggestion to change Section VIII, A1, which was accepted. Elaine Pizzicaro brought up question regarding “should”, V, to “will”. Also change to Section VIII, A2, suggested by Elaine Pizzicaro and suggested change to Section VIII, A3. Chairman Piorkowski made suggestion to change Section VIII, A3, which was accepted. Chairman Piorkowski made suggestion for changes to Section VIII, A8, which was rejected. Elaine Pizzicaro made suggested grammatical changes to Sections VIII, A7 and A8, which were accepted.

ADJOURNMENT

Chairman Piorkowski adjourned the meeting at 9:15 p.m.



Chairman & Recording Secretary, Thomas Piorkowski



Approved: (Secretary to Sign)

3/9/16
Date

3/9/16
Date