

**ROSELLE PUBLIC LIBRARY DISTRICT
MINUTES FROM THE BUDGET COMMITTEE OF THE WHOLE MEETING
MAY 17, 2017**

CALL TO ORDER

Chairman Harold called the meeting to order at 7:01 p.m.

ATTENDANCE

Four (4) Committee Members were in attendance at the start of the meeting: Sue Harold, Gary Oprechak, Thomas Piorkowski, and Priscilla Spencer. Also in attendance was Executive Director, Samantha Millsap.

ABSENT

There were two absent Committee Members: Sue Ellen Eichholz and Terrell Barnes. There is one vacant seat on the Committee.

AGENDA

The agenda item for the Budget Committee of the Whole meeting was to review the draft of the Working Budget scheduled to be voted on at the June 14, 2017, Regular Board of Trustees meeting.

DISCUSSION

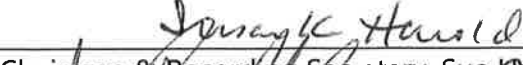
The Executive Director provided revisions to the Special Reserve Funds:

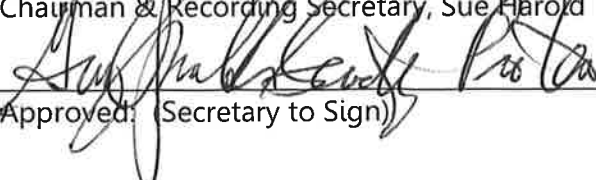
- (1) \$50,000 for roof repairs, including the architect's services for public bidding, site visits, walkthroughs, etc.; and
- (2) \$50,000 for renovation and reconfiguration of the 2nd floor workroom, including plumbing changes, flooring, cabinets, space for the graphic artist, etc.

These 2 line items were discussed. There was no further discussion of the rest of the proposed budget. It will be voted on at the June 14, 2017 regular Board meeting.

ADJOURNMENT

Chairman Harold adjourned the meeting at 7:10 p.m.



Chairman & Recording Secretary, Sue Harold


Approved: (Secretary to Sign)

6/14/17
Date
06/14/17
Date

**ROSELLE PUBLIC LIBRARY DISTRICT
MINUTES FROM THE POLICY COMMITTEE OF THE WHOLE MEETING
MAY 17, 2017**

CALL TO ORDER

Chairman Piorkowski called the meeting to order at 7:11 p.m.

ATTENDANCE

Four (4) Committee Members were in attendance at the start of the meeting: Sue Harold, Gary Oprechak, Thomas Piorkowski, and Priscilla Spencer. Also in attendance was Executive Director, Samantha Millsap.

ABSENT

There were two absent Committee Members: Sue Ellen Eichholz and Terrell Barnes. There is one vacant seat on the Committee.

AGENDA

The agenda item for the Policy Committee of the Whole meeting were: 1) Continued Discussion on New Policy – Blood Donations for Personnel Handbook; and 2) Vendor Certificate of Insurance Requirements Policy.


DISCUSSION

Executive Director Millsap explained updates to the proposed Blood Donations Policy. Everyone agreed to bring to vote at the June Board meeting.

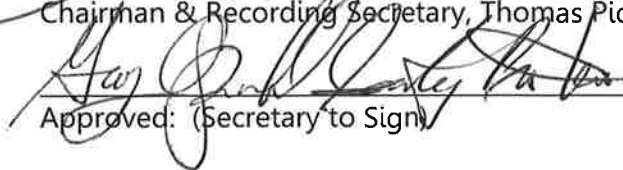
Executive Director Millsap explained what exactly this entails, pertaining to vendor certificate of insurance. LIRA sent information that she provided. Sue Ellen Eichholz communicated with Executive Director Millsap to recommend changes. Brief discussion ensued. Sue Harold recommended addition of word introduction. Sue Harold asked clarifying question. Brief discussion ensued. Executive Director Millsap stated that she would come back with more information. Executive Director Millsap will bring issue to June Committee of the Whole meeting with more information. Gary Oprechak asked clarifying question. Slight revisions to clarify.

ADJOURNMENT

Chairman Piorkowski adjourned the meeting at 7:16 p.m.



Chairman & Recording Secretary, Thomas Piorkowski



Approved: (Secretary to Sign)



Date



Date

**ROSELLE PUBLIC LIBRARY DISTRICT
MINUTES FROM THE FINANCE COMMITTEE OF THE WHOLE MEETING
MAY 17, 2017**

CALL TO ORDER

Chairman Harold called the meeting to order at 7:17 p.m.

ATTENDANCE

Four (4) Committee Members were in attendance at the start of the meeting: Sue Harold, Gary Oprenchak, Thomas Piorkowski, and Priscilla Spencer. Also in attendance was Executive Director, Samantha Millsap.

ABSENT

There were two absent Committee Members: Sue Ellen Eichholz and Terrell Barnes. There is one vacant seat on the Committee.

AGENDA


The agenda item for the Finance Committee of the Whole meeting was an update on investment firms.

DISCUSSION

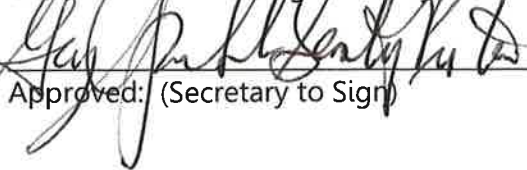
The proposal from PMA for investment and cash management services was briefly discussed. Pricing info will be requested. It was decided that the Board would like to meet with PMA at the June 14 Board meeting. The Executive Director will make the necessary arrangements.

ADJOURNMENT

Chairman Harold adjourned the meeting at 7:20 p.m.



Chairman & Recording Secretary, Sue Harold



Approved: (Secretary to Sign)

6/14/17
Date

06/17/17
Date

**ROSELLE PUBLIC LIBRARY DISTRICT
MINUTES FROM THE PLANNING COMMITTEE OF THE WHOLE MEETING
MAY 17, 2017**

CALL TO ORDER

Gary Oprechak served as Chairman Pro Tem in Chairman Eichholz's absence. He called the meeting to order at 7:21 p.m.

ATTENDANCE

Four (4) Committee Members were in attendance at the start of the meeting: Sue Harold, Gary Oprechak, Thomas Piorkowski, and Priscilla Spencer. Also in attendance was Executive Director, Samantha Millsap.

ABSENT

There were two absent Committee Members: Sue Ellen Eichholz and Terrell Barnes. There is one vacant seat on the Committee.

AGENDA

The agenda items for the Planning Committee of the Whole meeting were: 1) Taste Commission Request to Use Library's North Parking Lot during Taste of Roselle; 2) Trustee/Staff Holiday Event Date and Facility; and 3) Trustee Vacancy.

DISCUSSION

Taste of Roselle

Talk to Police department and Village of Roselle about parking for staff. Need six spots for staff with no vendors during library hours.

Holiday Facility

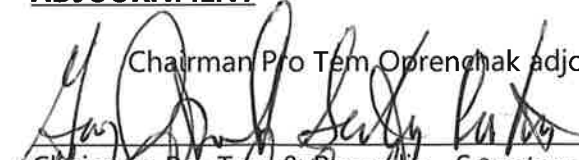
Top choices are Villa Olivia, Jameson's, and Itasca Country Club. Debbie Green will check on questions.

Trustee Vacancy

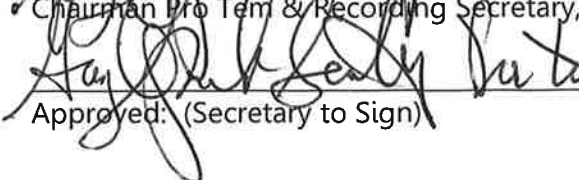
Executive Director Millsap will get in touch with all members of Board to get times worked out to meet new candidates for Board position.

ADJOURNMENT

Chairman Pro Tem Oprechak adjourned the meeting at 7:58 p.m.



Chairman Pro Tem & Recording Secretary, Gary Oprechak



Approved: (Secretary to Sign)

06/14/17
Date

06/14/17
Date