

**ROSELLE PUBLIC LIBRARY DISTRICT
MINUTES FROM THE BUDGET COMMITTEE OF THE WHOLE MEETING
FEBRUARY 14, 2018**

CALL TO ORDER

Chairman Harold called the meeting to order at 7:35 p.m.

ATTENDANCE

Six (6) Committee Members were in attendance at the start of the meeting: Terrell Barnes, Len Baumgart, Sue Ellen Eichholz, Sue Harold, Gary Oprenchak, and Thomas Piorkowski. Also in attendance was Executive Director, Samantha Millsap.

ABSENT

There was one (1) absent Committee Member: Priscilla Spencer.

AGENDA

The agenda items for the Budget Committee of the Whole meeting were: 1) Presentation of Estimated/Projected Income for FY 2019; and 2) Review Salary Recommendations for FY 2019.

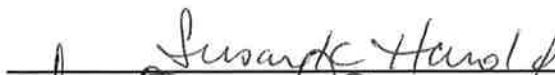
DISCUSSION

The Executive Director provided an updated draft of the Estimated/Projected income for FY 2019. She advised that the revenue estimates are based on a CPI of 2.1%. She noted that the numbers do not include the Illinois per capita grant (approximately \$17,000), which has not yet been received. Any revision made in the next few months will be provided until the document needs to be finalized.


The Executive Director then presented the Salary and Staffing Recommendations for FY 2019. She is recommending that the Marketing Coordinator/Graphic Artist position be made full time (from 25 to 37.5 hours per week) and that the salary for this position be increased by approximately \$4 per hour. This will mean an increase of approximately \$22,000 to the salary budget. There was discussion regarding the need for a full time position doing this important function and the excellent work being done currently.

ADJOURNMENT

Chairman Harold adjourned the meeting at 7:46 p.m.



Chairman & Recording Secretary, Sue Harold



Approved: (Secretary to Sign)

3/14/18

Date

4/11/18

Date

**ROSELLE PUBLIC LIBRARY DISTRICT
MINUTES FROM THE FINANCE COMMITTEE OF THE WHOLE MEETING
FEBRUARY 14, 2018**

CALL TO ORDER

Chairman Harold called the meeting to order at 7:47 p.m.

ATTENDANCE

Six (6) Committee Members were in attendance at the start of the meeting: Terrell Barnes, Len Baumgart, Sue Ellen Eichholz, Sue Harold, Gary Oprechak, and Thomas Piorkowski. Also in attendance was Executive Director, Samantha Millsap.

ABSENT

There was one (1) absent Committee Member: Priscilla Spencer.

AGENDA

The agenda item for the Finance Committee of the Whole meeting was to provide an update on PMA Financial and current investments.

DISCUSSION

The Executive Director provided an update on the setup of the PMA investment process and a listing of 11 CD investments made to date, totaling \$1,704,000. Maturities range from 66 days to 732 days. All investments are FDIC insured. The structure of investments is designed to provide \$200,000 monthly in liquidity to cover operating expenses. Estimated cost for PMA's work for this calendar year is \$2,000.

With this new investment approach (vs. the prior investments in Illinois Funds), the Library will receive detailed reports monthly on all investments and interest earned (vs. the limited summary information previously provided by Illinois Funds). A question was raised regarding what comparison rates given currently by local banks would be for the same investments, but that information was not available.

ADJOURNMENT

Chairman Harold adjourned the meeting at 7:58 p.m.



Chairman & Recording Secretary, Sue Harold


Approved: (Secretary to Sign)

3/14/18
Date
4/11/18
Date

**ROSELLE PUBLIC LIBRARY DISTRICT
MINUTES FROM THE PLANNING COMMITTEE OF THE WHOLE MEETING
FEBRUARY 14, 2018**

CALL TO ORDER

Chairman Eichholz called the meeting to order at 7:59 p.m.

ATTENDANCE

Six (6) Committee Members were in attendance at the start of the meeting: Terrell Barnes, Len Baumgart, Sue Ellen Eichholz, Sue Harold, Gary Oprechak, and Thomas Piorkowski. Also in attendance was Executive Director, Samantha Millsap.

ABSENT

There was one (1) absent Committee Member: Priscilla Spencer.

AGENDA

The agenda items for the Planning Committee of the Whole meeting were: 1) Update on Village of Roselle Intergovernmental Agreement; 2) Discuss Board Self-Evaluation Worksheet and Board Evaluation Timeline; and 3) Business After Hours.

DISCUSSION

Update on Village of Roselle Intergovernmental Agreement

Sent over Agreement with Village of Roselle for changes –

- Drop Box
- Repair Truck
- Parking Enforcement

is supported. Still in discussion.

Discuss Board Self-Evaluation Worksheet and Board Evaluation Timeline

Board evaluation will be done in March. Sue Ellen Eichholz will compile before next meeting.

Business After Hours

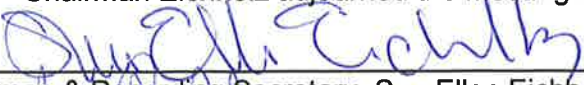
Food from Sammy's

- Wine, Beer, Soda, Water.

Registration through Gail at the Roselle Chamber.


ADJOURNMENT

Chairman Eichholz adjourned the meeting at 8:28 p.m.



Chairman & Recording Secretary, Sue Ellen Eichholz

3/14/18
Date



Approved: (Secretary to Sign)

3/14/18
Date