

**ROSELLE PUBLIC LIBRARY DISTRICT
MINUTES FROM THE PLANNING COMMITTEE OF THE WHOLE MEETING
OCTOBER 17, 2018**

CALL TO ORDER

Chairman Eichholz called the meeting to order at 8:35 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, Tom Piorkowski, and Priscilla Spencer. Also in attendance were Executive Director, Samantha Millsap; and Communications Coordinator and Graphic Artist, Jason Kepler.

ABSENT

There is one (1) vacant position.

AGENDA


The agenda item for the Planning Committee of the Whole meeting were: 1) Holiday Party Gift Donations; and 2) Artwork for Strategic Plan and Annual Report.

DISCUSSION

- Any donations for holiday party gifts requested.
- Annual Report will be given in newsletter to keep mailing costs down.
- Strategic Plan Layout: Looks great.
 - Various plans on how to market and set-up plan.
- Logos presented to Board re-designed for a more universal and digital logo by Communications Coordinator & Graphic Artist Jason Kepler.
 - Distinctive logo: book incorporating rose
 - Transition of logo from old to new, looks great.
 - Three (3) logo types were presented to work with each other.
 - Submitted to web designer so they understand direction we are heading.

ADJOURNMENT


Chairman Eichholz adjourned the meeting at 8:57 p.m.



Chairman & Recording Secretary, Sue Ellen Eichholz

12-12-18

Date



Approved: (Secretary to Sign)

11/14/2018

Date

**ROSELLE PUBLIC LIBRARY DISTRICT
MINUTES FROM THE BUDGET COMMITTEE OF THE WHOLE MEETING
OCTOBER 17, 2018**

CALL TO ORDER

Chairman Harold called the meeting to order at 8:58 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, Tom Piorkowski, and Priscilla Spencer. Also in attendance was Executive Director, Samantha Millsap.

ABSENT

There is one (1) vacant position.

AGENDA


The agenda item for the Budget Committee of the Whole meeting was the Second draft Ordinance Levying and Assessing Taxes.

DISCUSSION


The second Draft Ordinance Levying and Assessing Taxes was presented. The Executive Director advised that outside counsel had reviewed it. There were no questions or comments on the draft. It will be presented for approval at next month's regular Board meeting.

ADJOURNMENT


Chairman Harold adjourned the meeting at 8:59 p.m.



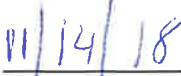
Chairman & Recording Secretary, Sue Harold



Date



Approved: (Secretary to Sign)



Date

**ROSELLE PUBLIC LIBRARY DISTRICT
MINUTES FROM THE POLICY COMMITTEE OF THE WHOLE MEETING
OCTOBER 17, 2018**

CALL TO ORDER

Chairman Baumgart called the meeting to order at 9:00 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, Tom Piorkowski, and Priscilla Spencer. Also in attendance was Executive Director, Samantha Millsap.

ABSENT

There is one (1) vacant position.

AGENDA

The agenda items for the Policy Committee of the Whole meeting were to discuss Parental Leave Policy and Revised Issuance of Cards to Non-Resident Property Taxpayers.

DISCUSSION

Items Discussed:

Parental Leave Policy: We discussed the revisions to the Parental Leave Policy. We discussed the situation where both parents may be library employees and in the same department. The decision was made to remove the last paragraph of the policy which would limit the leave of the employees in this situation, as both employees would also be covered under the FMLA thereby voiding any restrictions within the policy anyways. The decision was also made to present the updated policy at the November 14th board meeting for final approval.

Revised Issuance of Cards to Non-Resident District Property Taxpayers Policy: We reviewed the current policy and the impact to the policy based on the August 14th amendment of the Illinois Local Library Act and the Public Library District Act of 1991, whereby the new law does not require a fee for a non-resident(s) who may own a business or lease a property vs. limiting this to non-resident property owners only. The two largest changes are that this amendment opens the requirement to more non-resident business owners rather than just the individual listed on the property tax bill and opens the requirement to

those non-resident business owners who may be leasing the property as opposed to owning the property. The decision was made to incorporate the changes within our policy and present the updated policy for approval at the November 14th board meeting for final approval.


ADJOURNMENT

Chairman Baumgart adjourned the meeting at 9:08 p.m.



Chairman & Recording Secretary, Len Baumgart

12/12/18
Date



Approved: (Secretary to Sign)

11-14-2018
Date

**ROSELLE PUBLIC LIBRARY DISTRICT
MINUTES FROM THE BUILDING COMMITTEE OF THE WHOLE MEETING
OCTOBER 17, 2018**

CALL TO ORDER

Chairman Eichholz called the meeting to order at 9:09 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, Tom Piorkowski, and Priscilla Spencer. Also in attendance was Executive Director, Samantha Millsap.

ABSENT

There is one (1) vacant position.

AGENDA

The agenda item for the Building Committee of the Whole meeting was update on construction project.

DISCUSSION

- Things are going okay -- start date was not October 8th, but they did do work on October 9th.
- They are ahead of schedule.
- Change: Ceiling tiles found roof drainage. No need to meet with architect.

Trustee Barnes left the meeting at 9:08 p.m. and returned at 9:10 p.m.

- First week in November wall will come down and back up.
- Book return use is good.
- Goal: To become a thriving community center in 2021.
 - Use Community Rooms verbage versus Conference Rooms

ADJOURNMENT

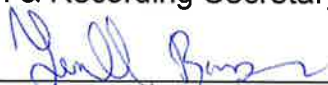
Chairman Eichholz adjourned the meeting at 9:20 p.m.



Chairman & Recording Secretary, Sue Ellen Eichholz

12-12-18

Date



Approved: (Secretary to Sign)

11/14/2018

Date