

**Minutes of the Regular Board Meeting
Of the
Riverside Public Library Board of Trustees
APRIL 8, 2014**

Held Tuesday, April 8, 2014 in the Public Meeting Room of the Riverside Public Library, 1 Burling Road, Riverside, Illinois, called for 7:30 p.m.

In Attendance: Vice President, Susan Kucera; Treasurer, Patrick White; Secretary, Joan Wiaduck; Michael Flight (7:40 p.m.); Lia Brillhart; and Edward Lyons.

Also in Attendance: Janice A. Foley, Library Director; Jackie Aumann; Finance & Personnel Coordinator; and Dorothy Sikora, Administrative Assistant.

Absent: President, Jacquelyn Paine

Called to order at 7:30 p.m. by Vice President Kucera.

Review of Minutes

Edward Lyons moved, and Joan Wiaduck seconded, that the Board approve the Minutes of the March 11, 2014 meeting.

Ayes: Brillhart, Lyons, Kucera, White

Nays: None

Abstained: None

The motion passed.

Joan Wiaduck moved, and Lia Brillhart seconded, that the Board approve the Minutes of the March 6, 2014 Special meeting.

Ayes: Brillhart, Lyons, Kucera, White

Nays: None

Abstained: None

The motion passed.

Review of Current Bills

Patrick White moved, and Lia Brillhart seconded, that the Board approve the payment of payroll checks for department numbers 001 through 004, and accounts payable check numbers 18261 through 18264, 18291 through 18307, 18309 through 18332, in the total amount of \$78,930.42, which includes payroll through March 31, 2014.

Roll Call Vote:

Ayes: Brillhart, Lyons, Kucera, White

Nays: None

Abstained: None

The motion passed.

Review of Financial Statements

Lia Brillhart moved, and Edward Lyons seconded, that the Board approve the financial statements for March 31, 2014, subject to audit.

Roll Call Vote:

Ayes: Brillhart, Lyons, Kucera, White, Wiaduck

Nays: None

Abstained: None

The motion passed.

Michael Flight arrived at 7:40 p.m.

Jackie Aumann advised that the Audit had just arrived and will be presented next month. A quick review showed they suggested three policies be created: Capital Asset Policy; Depreciation Schedule; and Fine Arts Policy. The auditors plan to be at the June Board meeting.

Committee Reports

FINANCE: Property Tax Burden Report and 8 Year Comparison Statistics

Jackie Aumann presented the two reports for informational purposes, and the Board thanked her for this information.

With thoughts of financing possibilities for funding the proposed space planning changes, Patrick White advised he thought we can ask for a special assessment for a limited project.

BUILDING & GROUNDS: Possible Eagle Scout Project

Janice Foley advised that she had been contacted by a local Boy Scout, Derek Johnson, who is proposing a special project of a pollinator's garden, complete with plantings and bench for an area just outside the west door of the Library's lower level. The Board agreed by consensus to allow the project as long as all approvals from the Village are received.

POLICY & BYAWS: Disaster/Emergency Plan Review & Approval

After reviewing each policy and its updates, Michael Flight moved, and Lia Brillhart seconded a motion to approve the changes to the Emergency/Disaster Plan as presented.

Ayes: Brillhart, Flight, Lyons, Kucera, White, Wiaduck

Nays: None

Abstained: None

The motion passed.

Technology

The Emerging Technologies Committee continues to meet regularly and new technology offerings of two Roku players for checkout, and Hoopla, a digital download service, will be integrated in our offerings very soon.

SPACE PLANNING

The Library Director advised that the management team met with Darren Schretter of Studio G recently and went over each department's detailed needs and changes. A final report and plan should be ready for the Board in early May.

Staff Reports

The Board reviewed the staff reports.

Director's Report

The Board reviewed the Library Director's report.

Unfinished Business

Case for Change – Space Planning

The Board reviewed the Case for Change document discussed at the last meeting. Susan Kucera provided the Library Director with the form and she completed the report. The Board complimented her for the nice report and discussion will continue after the final report from the space planner is received, including contacting REEF with updated status information.

New Business

Friends of the Library Saturday Night Bingo Fever Event

The Board was apprised of the upcoming fundraiser sponsored by the Friends of the Library on Saturday, May 3, 2014 and asked to participate and spread the word.

Special Event Application

Edward Lyons moved, and Joan Wiaduck seconded a motion to approve the request by the Library Director for a Special Event Application for Sunday, August 3, 2014. A Certificate of Insurance is required from the applicant, as indicated on the application form.

Officer Elections to be Held at May Meeting

The Board was reminded that the annual Board Officer elections will be held at the May meeting and a message from President Paine was read suggesting that Board members consider if they would like to continue with the position they hold and what committees they would be interested in serving on.

Correspondence

The Board reviewed recent correspondence. The Board asked the Library Director to include a copy of Orland Park Library's Public Access to Technology Policy in next month's packet.

Adjournment

Upon motion by Patrick White, seconded by Lia Brillhart, and passed unanimously the meeting was adjourned at 8:50 p.m.

President

Vice President