

**Minutes of the Regular Board Meeting
Of the
Riverside Public Library Board of Trustees
January 14, 2014**

Held Tuesday, January 14, 2014 in the Public Meeting Room of the Riverside Public Library, 1 Burling Road, Riverside, Illinois, called for 7:30 p.m.

In Attendance: President, Jacquelyn Paine; Vice President, Susan Kucera; Secretary, Joan Wiaduck; Treasurer, Patrick White; Lia Brillhart; and Edward Lyons.

Also in Attendance: Darren Schretter, Library Vision/Studio GC (left at 8:03 p.m.); Janice A. Foley, Library Director; Jackie Aumann; Finance & Personnel Coordinator; and Dorothy Sikora, Administrative Assistant.

Absent: Michael Flight

Called to order at 7:35 p.m. by President Paine

Review of Minutes

Lia Brillhart moved, and Joan Wiaduck seconded, that the Board approve the Minutes of the November 12, 2013 meeting.

Ayes: Brillhart, Lyons, Kucera, White, Wiaduck

Nays: None

Abstained: None

The motion passed.

Preliminary Space Plan Presentation

The Library Director welcomed and introduced Darren Schretter of Library Vision Studio GC, the space planner staff has been working with along with Rick McCarthy. Darren gave his background and explained the process of what they have done so far. He discussed their three-prong strategy for library use: 1) consume; 2) connect (with the community) and 3) create. He and Rick will be back in February to present the Board with their space study solutions. Darren left at 8:03 p.m.

Review of Current Bills

Susan Kucera moved, and Edward Lyons seconded, that the Board approve the payment of payroll checks for department numbers 001 through 004, and accounts payable check numbers 18112 through 18155, and 18158 in the total amount of \$72,283.38, which includes payroll through November 30, 2013, including voided check 18119. And, payment of payroll checks for department numbers 001 through 004, and accounts payable check numbers 18156, 18157,

18159 through 18173, and 18181 through 19198 in the total amount of \$74,003.16, which includes payroll through December 31, 2013

Roll Call Vote:

Ayes: Brillhart, Lyons, Kucera, White, Wiaduck

Nays: None

Abstained: None

The motion passed.

Review of Financial Statements

Patrick White moved, and Joan Wiaduck seconded, that the Board approve the financial statements for December 31, 2013, subject to audit.

Roll Call Vote:

Ayes: Brillhart, Lyons, Kucera, White, Wiaduck

Nays: None

Abstained: None

The motion passed.

Committee Reports

Finance

After looking at the Gift Fund balance and interest earned for the year, Patrick White offered to look at the statutes for investing these funds to see if a higher interest rate could be earned in another fund.

Jackie Aumann advised that the preliminary Audit will begin this week. Since this is a new Auditor, they will come to the June meeting of the Board.

Working Cash Fund & Operating Fund Transfers to Special Reserve Fund

Patrick White moved and Susan Kucera seconded the motion to transfer \$50,000.00 from Operating Fund, and \$27.17 2013 year-to-date interest in the Working Cash Fund to the Special Reserve Fund.

Roll Call Vote:

Ayes: Brillhart, Lyons, Kucera, White, Wiaduck

Nays: None

Abstained: None

The motion passed.

Building & Grounds

SEDAC Energy Assessment & Feasibility Report Meeting Update

Joan Wiaduck advised that she and Michael Flight met with the Library Director to review the report and concluded that the Library will continue maintenance as needed and wait and see what changes will be necessary once the space study is completed and changes are underway.

Space Planning

The Board discussed possible ways to seek contributions for furnishings as well as recognition for major donations.

Technology

Lia Brillhart will contact the Library Director with possible dates for a Technology Committee meeting.

Library Advocacy

Jacquelyn Paine advised that the Oak Park League of Women's Voters will meet at our Library on Saturday, January 18, 2014.

Staff Reports

The Board reviewed the staff reports.

Director's Report

The Board reviewed the Library Director's report.

Unfinished Business

Libraries of Illinois Risk Agency (LIRA) Established

The Board was pleased to hear that the LIRA cooperative program officially launched on December 31, 2013 as presented at the November 2013 meeting.

New Business

2014 Meeting Dates

Lia Brillhart moved, and Susan Kucera seconded a motion to approve the meeting dates for 2014; remaining on the second Tuesday of each month at 7:30 p.m. as presented.

Ayes: Brillhart, Lyons, Kucera, White, Wiaduck

Nays: None

Abstained: None

The motion passed.

Library Vision Statement

The Board reviewed the proposed Vision statement presented by the Vision & Mission Committee and asked that a Mission Statement be created and presented along with it to see them together, before any approvals are made.

Riverside Junior Woman's Charity Application for Special Event

Patrick White moved, and Joan Wiaduck seconded a motion to approve the request from the Riverside Junior Woman's Charity for an after-hours Meet and Greet reception to be held on Friday, March 7, 2014 from 6:00 to 8:00 p.m.

Ayes: Brillhart, Lyons, Kucera, White, Wiaduck

Nays: None

Abstained: None

The motion passed.

Correspondence

The Board reviewed recent correspondence. No action was necessary.

Recess to Executive Session

Upon motion by, seconded by and passed unanimously the Board went to Executive Session for the annual Library Director’s Evaluation at 9:01 p.m.

Roll Call Vote:

Ayes: Brillhart, Lyons, Kucera, White, Wiaduck

Abstained: None

The motion passed.

Return to Regular Session

The board returned to Regular Session at 9:26 p.m.

Roll Call Vote:

Ayes: Brillhart, Lyons, Kucera, White, Wiaduck

Nays: None

Abstained: None

The motion passed.

Patrick White moved, and Susan Kucera seconded a motion, that after the Library Director’s annual review in Executive Session, to approve a 3% increase in compensation.

Roll Call Vote:

Ayes: Brillhart, Lyons, Kucera, White, Wiaduck

Nays: None

Abstained: None

The motion passed.

Adjournment

Upon motion by Patrick White, seconded by Susan Kucera, and passed unanimously the meeting was adjourned at 9:28 p.m.

President

Secretary