

**Minutes of the Regular Board Meeting
Of the
Riverside Public Library Board of Trustees
TUESDAY, JANUARY 13, 2015**

Held Tuesday, January 13, 2015, 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; Treasurer, Michael Flight; Secretary, Joan Wiaduck; Lia Brillhart; Edward Lyons; and Patrick White.

Also in Attendance: Janice A. Foley, Library Director; Jackie Aumann, Finance & Personnel Coordinator; Joseph Baar Topinka [via Skype: 7:30 -7:45 p.m.] and Dorothy Sikora, Administrative Assistant.

Called to order at 7:30 p.m. by President Jacquelyn Paine.

President Paine welcomed the Board's first Skype guest, Joseph Baar Topinka. Joe apologized that he could not be there in person, but since the unexpected death in December, of his mother, State Comptroller, Judy Baar Topinka, he has been traveling back and forth from San Antonio, Texas and Riverside, Illinois to handle her estate and personal matters. He spoke from the heart about his mother's legacy, her collection of books, art and other materials; their love for the Riverside Library and wish to donate some of her collections, including books reflecting her Czech heritage, women in history, movies and music, as well as some of her pictures and sculptures. Janice Foley and Dorothy Sikora have visited her home on December 31st and took a small portion back to the Library to inventory and add to the Library's collection. The possibility of naming rights to an area of the Library (preferably the CSAGSI Genealogy Collection just getting installed) was mentioned and he reiterated his humble request from a humble son. Michael Flight thanked him for the heartfelt discussion and offered condolences on behalf of the entire Board. Questions and comments were made and the Board advised that a naming rights policy would be discussed later in the meeting this evening. Mr. Topinka left the meeting at 7:45 p.m.

The Board briefly discussed this thoughtful offer, being cognizant that space in the Library is limited, but aspects of this collection, as well as the importance of Ms. Topinka to Riverside and Illinois, could be beneficial to the Library and that taking quality pieces to augment our collection should be considered.

Review of Minutes

Michael Flight moved, and Joan Wiaduck seconded, that the Board approve the Minutes of the November 11, 2014 meeting.

Ayes: Flight, Kucera, Lyons, Wiaduck, White

Nays: None

Abstained: Brillhart

The motion passed

Review of Current Bills

Susan Kucera moved, and Patrick White seconded, that the Board approve the payment of payroll checks for department numbers 001 through 004, and accounts payable check numbers 18668 through 18683, 18685 through 18722, in the total amount of \$69,017.53, which includes payroll through November 30, 2014.

Roll Call Vote:

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

Nays: None

Abstained: None

The motion passed.

Michael Flight moved, and Joan Wiaduck seconded, that the Board approve the payment of payroll checks for department numbers 001 through 004, and accounts payable check numbers 18684, 18723 through 18737, 18745 through 18762, in the total amount of \$70,000.61, which includes payroll through December 31, 2014.

Roll Call Vote:

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

Nays: None

Abstained: None

The motion passed.

Review of Financial Statements

Lia Brillhart moved, and Susan Kucera seconded, that the Board approve the financial statements for December 31, 2014, subject to audit.

Roll Call Vote:

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

Nays: None

Abstained: None

The motion passed.

Committee Reports

Finance – Year End Fund Transfers

Patrick White moved, and Susan Kucera seconded a motion to approve the transfer of the 2014 year-to-date interest of \$12.02 in the Working Cash Fund to the Special Reserve Fund, and \$30,166.32 in the Operating Fund to the Special Reserve Fund.

Roll Call Vote:

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

Nays: None

Abstained: None

The motion passed.

Patrick White suggested that in an effort to raise funds in the future, reaching out to males age 40+ might be helpful to make them aware of the Library's value and needs. A Riverside Public Library App and concerted effort to promote library card ownership should be considered. He's willing to buy the first keg to promote interest and support of the Library!

Buildings & Grounds – Roof Repair

Roof repairs over the Director's office are scheduled for next week and after the repairs are completed, interior plaster repair to the ceiling in the Library Director's office will be sought.

Buildings & Grounds – HVAC

The Library Director advised she is still awaiting estimates to replace the HVAC system for and that contractors are extremely busy this time of year.

Policy & Bylaws – Naming Rights Policy

The Board reviewed the information provided in the packet regarding naming rights policies and Susan Kucera and Patrick White agreed to form a committee, meet and

present their findings and suggestions to the Board. Discussions included a Donors' Board rather than individual plaques on donated furnishings.

Technology

Ed Lyons reported that the Monday, December 8, 2014 Technology Committee meeting was informative and a good overview of the Library's technology plan. A Social Media Policy is in the works and a staff committee is meeting every few weeks to work on this document.

Library Advocacy – Czech & Slovak American Genealogy Society of Illinois

Staff Reports

The Board reviewed the staff reports. The Board received and accepted Marilyn Oorbeck' intent to retire letter.

Director's Report

The Board reviewed the Library Director's report.

New Business – Libraries of Illinois Risk Agency (LIRA) 2014-15

The Board reviewed the information provided by the Library Director concerning updates on LIRA for 2015. No action necessary.

New Business – Approval of 2015 Board Meeting Dates

Joan Wiaduck moved, and Susan Kucera seconded a motion to approve the meeting dates for 2015; continuing as the second Tuesday of each month called for 7:30 p.m.

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

Nays: None

Abstained: None

The motion passed.

New Business - Public Meeting Room Application & Fees and Special Events

The Library Director will continue to review the form and fees and present different options and suggestions to the Board.

Correspondence

The Board reviewed recent correspondence.

Recess to Executive Session

Upon motion by Susan Kucera, seconded by Lia Brillhart and passed unanimously the Board went to Executive Session for a personnel matter and the annual Library Director's Evaluation at 9:24 p.m.

Roll Call Vote:

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

Abstained: None

The motion passed.

Return to Regular Session

The board returned to Regular Session at 10:00 p.m.

Roll Call Vote:

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

Nays: None

Abstained: None

The motion passed.

Patrick White moved, and Michael Flight seconded a motion, that after the Library Director's annual review in Executive Session, to approve a 3% increases in compensation.

Roll Call Vote:

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

Nays: None

Abstained: None

The motion passed.

Adjournment

Upon motion by Lia Brillhart, seconded by Edward Lyons, and passed unanimously, the meeting was adjourned at 10:02 p.m.

President

Secretary