

**Minutes of the Regular Board Meeting
Of the
Riverside Public Library Board of Trustees
June 10, 2014**

Held Tuesday, June 10, 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 (left at 8:00 p.m.); Secretary, Joan Wiaduck; Treasurer, Michael Flight; Edward Lyons and Patrick White.

Also in Attendance: Janice A. Foley, Library Director; Dorothy Sikora, Administrative Assistant and Rick McCarthy and Darren Schretter, Studio GC (left at 8:20 p.m.).

Absent: Lia Brillhart and Jackie Aumann; Finance & Personnel Coordinator

Called to order at 7:38 p.m. by President Paine

President Paine welcomed the space planners; Rick McCarthy and Darren Schretter.

Review of Minutes

Edward Lyons moved, and Susan Kucera seconded, that the Board approve the Minutes of the May 13, 2014 meeting.

Ayes: Kucera, Lyons, White, Wiaduck

Nays: None

Abstained: None

The motion passed.

Michael Flight arrived at 7:40 p.m.

Space Plan Presentation

Rick McCarthy and Darren Schretter gave an informal presentation of the final plan, along with reviewing their report; *Visioning and Master Planning for the Riverside Public Library*. The Board asked questions and discussed types of presentation materials that could be developed to market these plans to the community. The next step would be to have Studio GC prepare a proposal for the next phase to receive electrical, plumbing and mechanical engineering input and estimates to guide the phases and make judgments with how to next proceed.

Patrick White moved and Edward Lyons seconded a motion to append the plans and report to the Minutes of this meeting.

Ayes: Flight, Kucera, Lyons, White, Wiaduck

Nays: None

Abstained: None
The motion passed.

Rick and Darren left the meeting at 8:20 p.m.

The Board discussed the next phase and how it should be a two-fold process; establishing costs for lighting and HVAC as well construction and furnishings, and then plan a timeline to prioritize sequential acts for moving adult books upstairs, new shelving for said books, and then proceed with restructuring the CYS area throughout the lower level.

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 18352, 18383 through 18438, in the total amount of \$73,042.36, which includes payroll through May 31, 2014.

Roll Call Vote:

Ayes: Flight, Kucera, Lyons, White, Wiaduck

Nays: None

Abstained: None

The motion passed.

Review of Financial Statements

Joan Wiaduck moved, and Patrick White seconded, that the Board approve the financial statements for May 31, 2014, subject to audit.

Roll Call Vote:

Ayes: Flight, Kucera, Lyons, White, Wiaduck

Nays: None

Abstained: None

The motion passed.

Committee Reports

Building & Grounds – Elevator Maintenance Contract

The Library Director advised that masonry work on the front of the building has been completed.

Staff Reports

The Board reviewed the staff reports.

Director's Report

The Board reviewed the Library Director's report.

Unfinished Business -- *Fourth of July Parade*

The Library Director advised that a contingency of staff, trustees and their family members plan to march in the parade. Everyone was asked to wear this year's

summer reading shirts and will get patriotic scarves to wear. The Library will be handing out "Freedom to Read" bookmarks. Friends of the Library members will be selling ice cream in the park after the parade.

New Business

Non-Resident Card

Joan Wiaduck moved and Michael Flight seconded a motion to approve the 2014 Annual Resolution Authorizing Riverside Public Library Non-Resident Cards.

Ayes: Flight, Kucera, Lyons, White, Wiaduck

Nays: None

Abstained: None

The motion passed

Summer Reading Program: Experiment with Reading Kick-Off – June 11th

The Board was reminded that the Summer Reading Kick-Off event was set for Wednesday, June 11th during the Farmers' Market.

July Meeting?

Due to the July 3-4 Holiday, the Board agreed to move their meeting to Tuesday, July 15th in order for staff to have time to prepare the Board packet.

Ayes: Flight, Kucera, Lyons, White, Wiaduck

Nays: None

Abstained: None

The motion passed

Joan Wiaduck advised that she was recently approached by Karen Layng, of REEF asking about the status of the space planning project. After some discussion it was agreed that Joan will advise Karen of the final plan being presented at this meeting and the Board's decision to move to the next phase of engineering and costs. The Library Board would be willing to address the REEF Board of the current status if they would like to be apprized at one their meetings.

Correspondence

The Board reviewed recent correspondence. No action was necessary.

Adjournment

Upon motion by Edward Lyons, seconded by Joan Wiaduck and passed unanimously the meeting was adjourned at 9:09 p.m.

President

Secretary