

**Minutes of the Regular Board Meeting
Of the
Riverside Public Library Board of Trustees
June 9, 2015**

Held Tuesday, June 9, 2015 in the Public Meeting Room of the Riverside Public Library, 1 Burling Road, Riverside, Illinois, called for 7:30 p.m.

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

In Attendance: President, Joan Wiaduck; Vice President, Susan Kucera; Secretary, Jen Pacourek; Treasurer, Michael Flight; Ken Circo; and Patrick White.

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

Absent: Edward Lyons

Review of Minutes

Michael Flight moved, and Jen Pacourek seconded, that the Board approve the Minutes of the May 12, 2015 meeting.

Ayes: Circo, Flight, Kucera, Pacourek, White

Nays: None

Abstained: None

The motion passed.

Michael Flight moved, and Jen Pacourek seconded, that the Board approve the Minutes of the May 19, 2015 Special meeting.

Ayes: Circo, Flight, Kucera, Pacourek, White

Nays: None

Abstained: None

The motion passed.

Review of Current Bills

Michael Flight moved, and Ken Circo seconded, that the Board approve the payment of payroll checks for department numbers 001 through 004, and accounts payable check numbers 18924 through 18927, 18949 through 18962, 18965 through 18988, in the total amount of \$76,204.47, which includes payroll through May 31, 2015.

Roll Call Vote:

Ayes: Circo, Flight, Kucera, Pacourek, White

Nays: None

Abstained: None

The motion passed.

Review of Financial Statements

Patrick White moved, and Susan Kucera seconded, that the Board approve the financial statements for May 31, 2015, subject to audit.

Roll Call Vote:

Ayes: Circo, Flight, Kucera, Pacourek, White
Nays: None
Abstained: None
The motion passed.

Committee Reports

Finance – Bank Signature Cards

The Board signed updated bank signature cards.

Building & Grounds – Roof Repairs and Masonry Work

Ken Circo advised of his meetings with the Library Director and roofing and masonry contractors and gave detailed information from their proposals for work and his recommendations based on the discussions and documents presented.

After discussion and questions and answers; Michael Flight moved, and Susan Kucera seconded a motion to accept the proposal from Renaissance Roofing to repair the Part 1, Alternate West Parapet Walls & Chimney Flashings Restoration [\$17,810.00], and Part 1 – Southeast Collector Box and Downspout Work [\$2600.00] as presented; contingent to Village of Riverside approval, for a total of \$20,410 to be paid for from the annual Capital Operating Budget.

Roll Call Vote:

Ayes: Circo, Flight, Kucera, Pacourek, White

Nays: None

Abstained: None

The motion passed.

Additionally, Michael Flight moved, and Jen Pacourek seconded a motion to accept the proposal from Holton Brothers, Inc. Contractors to provide masonry repairs to the same area [\$17,310.00] as presented; contingent to Village of Riverside approval, to be paid for from the annual Capital Operating Budget. These contractors were selected for their specialized knowledge in working on this type of roof and masonry materials and their quality repair record.

Roll Call Vote:

Ayes: Circo, Flight, Kucera, Pacourek, White

Nays: None

Abstained: None

The motion passed.

The Board expressed gratitude to Ken Circo for his involvement in this process with contractors.

The Library Director will contact the Village to assure that the Preservation Commission will be available to review and approved this permitting in July.

Policy and Bylaws – Naming Rights

A meeting will be scheduled by the committee to produce a Naming Rights Policy as soon as possible.

Library Advocacy – Survey

Jen Pacourek suggested issuing a survey for patron input. The Library Director advised a survey is being planned for collection development and others could follow.

Staff Reports

The Board reviewed the staff reports.

Director’s Report

The Board reviewed the Library Director’s report.

Unfinished Business

PHASE 2 – Studio GC Proposal

Michael Flight moved and Ken Circo seconded a motion to accept the Phase 2 Proposal from Studio GC not to exceed \$26,910.00 plus incidentals, to be paid from the Gift Fund.

Roll Call Vote:

Ayes: Circo, Flight, Kucera, Pacourek, White

Nays: None

Abstained: None

The motion passed.

Patrick White expressed the Board’s gratitude to Michael Flight for his involvement and diligence in helping with this phase of the proposal.

New Business

Resolution Authorizing Public Library Non-Resident Cards

Jen Pacourek moved and Michael Flight seconded a motion to approve the annual Resolution authorizing issuing non-resident library cards to Riverside Lawn residents. The fees will be based on the Tax Bill Method.

Roll Call Vote:

Ayes: Circo, Flight, Kucera, Pacourek, White

Nays: None

Abstained: None

The motion passed.

Correspondence

The Board reviewed recent correspondence. No action was necessary.

Adjournment

Upon motion by Michael Flight, seconded by Patrick White, and passed unanimously the meeting was adjourned at 9:11 p.m.

President

Secretary