

**Minutes of the Regular Board Meeting
Of the
Riverside Public Library Board of Trustees
May 12, 2015**

Preceding the meeting, Village Clerk Cathy Haley swore in the newly elected and re-elected Trustees: Ken Circo and Jen Pacourek; Michael Flight, Edward Lyons and Patrick White

Held Tuesday, May 12, 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 Vice President Kucera.

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

Also in Attendance: Dr. David and Mrs. Louise Bonnette; Lisa Anderson Shaw; Joe Wanner (all with REEF); Jack Wiaduck; Janice A. Foley, Library Director; Jackie Aumann; Finance & Personnel Coordinator; and Dorothy Sikora, Administrative Assistant.

Annual Election of Officers

Nominations were called for:

Michael Flight nominated Joan Wiaduck for President; Jen Pacourek seconded the nomination, and moved that the nominations be closed; Michael Flight seconded the motion. Joan Wiaduck was elected President for the 2015-16 year.

Ayes Circo, Flight, Lyons, Kucera, Pacourek, White

Nays: None

Abstained: None

The motion passed.

President Wiaduck assumed leadership of the meeting.

Edward Lyons nominated Susan Kucera for Vice President; Jen Pacourek seconded the motion and moved the nominations be closed. Edward Lyons seconded the motion. Susan Kucera was elected Vice President for the 2015-16 year.

Ayes: Circo, Flight, Lyons, Kucera, Pacourek, White

Nays: None

Abstained: None

The motion passed.

Susan Kucera nominated Jen Pacourek for Secretary; Ken Circo seconded the motion and moved that the nominations be closed; Susan Kucera seconded the motion. Jen Pacourek was elected Secretary for the 2015-16 year.

Ayes: Circo, Flight, Lyons, Kucera, Pacourek, White

Nays: None

Abstained: None

The motion passed.

Jen Pacourek nominated Michael Flight for Treasurer; Ken Circo seconded the motion and moved that the nominations be closed; Jen Pacourek seconded the motion. Michael Flight was elected Treasurer for the 2015-16 year.

Ayes Circo, Flight, Lyons, Kucera, Pacourek, White

Nays: None

Abstained: None

The motion passed.

President Wiaduck welcomed the guests from REEF [Riverside Elementary Education Foundation]. Lisa Anderson Shaw, recent past President of REEF advised that since Dr. David Bonnette, former Superintendent of Riverside School District 96 was instrumental in starting REEF when he joined in 1992 he describe their mission. Dr. Bonnette described the contributions REEF provided to the District and St. Mary students during his 13-14 years; stimulating creative classroom applications in the arts, science, performing arts, career days, etc. Unfortunately, his successor was not committed to REEF and they have decided to disband and gift the Riverside Public Library the remainder of their funds for use in the Children and Youth Services department. Joe Wanner presented a check for \$56,913.35 in honor of Dr. David Bonnette and REEF. The Board and Library Director thanked them for their generosity and consideration for these funds to continue to be used to inspire the students of Riverside. Dr. & Mrs. Bonnette, Lisa Anderson Shaw and Joe Wanner left the meeting at 8:05 p.m.

After reviewing the Committee list and discussing the interests of the Board members, President Wiaduck appointed the following trustees to each Committee:

Finance: Michael Flight

Buildings & Grounds: Ken Circo and Edward Lyons

Policy & Bylaws: Patrick White and Susan Kucera

Technology: Susan Kucera

Library Advocacy: Jen Pacourek

Review of Minutes

Michael Flight moved, and Susan Kucera seconded, that the Board approve the Minutes of the April 14, 2015 meeting.

Ayes: Circo, Flight, Lyons, Kucera, Pacourek, White

Nays: None

Abstained: None

The motion passed.

Review of Current Bills

Patrick White moved, and Susan Kucera seconded, that the Board approve the payment of payroll checks for department numbers 001 through 004, and accounts payable check numbers 18867 through 18872, 18908 through 18923, 18928 through 18948, in the total amount of \$76,204.47, which includes payroll through April 30, 2015.

Roll Call Vote:

Ayes: Circo, Flight, Lyons, Kucera, Pacourek, White

Nays: None

Abstained: None

The motion passed.

Review of Financial Statements

Susan Kucera moved, and Michael Flight seconded, that the Board approve the financial statements for April 30, 2015, subject to audit.

Roll Call Vote:

Ayes: Circo, Flight, Lyons, Kucera, Pacourek, White

Nays: None

Abstained: None

The motion passed.

Discussion ensued regarding how to earmark the donation so that it is readily visible until the time comes when the Library is ready to use it. Patrick White moved and Jen Pacourek seconded that the donation be placed into the Gift Fund, in the Illinois Funds and named REEF/Bonnette Gift Fund for easy recognition within the Gift Fund.

Roll Call Vote:

Ayes: Circo, Flight, Lyons, Kucera, Pacourek, White

Nays: None

Abstained: None

The motion passed.

Jackie Aumann explained the tax levy process and how tax collections from previous years continue to be deposited as delinquent property taxes are paid. Any excess funds are not transferred until the end of the year. Patrick White moved and Michael Flight seconded a motion to reverse the previous month's motion to transfer \$6,683.00 from the Special Reserve Fund back to the Operating Fund.

Roll Call Vote:

Ayes: Circo, Flight, Lyons, Kucera, Pacourek, White

Nays: None

Abstained: None

The motion passed.

Committee Reports

Finance – 2014 financial Report; Management Letter Re: 2014 Audit

The Board reviewed the documents presented and commended the Financial staff for her continued attention to detail and fiscal responsibility.

Building & Grounds – Roof Repairs and Masonry Work

After reviewing the proposals presented, it was decided to call the bidders and ask for additional information and details. Ken Circo offered to assist the Library Director with this task.

Policy and Bylaws – Naming Rights

In light of the most recent donations, a meeting will be scheduled by the committee to produce a Naming Rights Policy as soon as possible.

Staff Reports

The Board reviewed the staff reports.

Director's Report

The Board reviewed the Library Director's report.

Unfinished Business

Correspondence Regarding Judy Baar Topinka

The Board reviewed recent correspondence with Joseph Topinka. No action necessary.

New Business

Carol J. Hall Trust

The \$20,000 donation from the Carol J. & Winfield Hall Trust has been placed into the Gift Fund.

Strategic Long Range Plan/Space Planning

Special Meeting – Tuesday, May 19, 2015 at 7:30 p.m.

Public Notices have been sent and the Board was reminded of the special meeting scheduled for May 19, 2015 with Studio GC to go over their proposal for Phase 2.

Correspondence

The Board reviewed recent correspondence. No action was necessary.

Adjournment

Upon motion by Michael Flight, seconded by Ken Circo, and passed unanimously the meeting was adjourned at 9:20 p.m.

President

Secretary