

**Minutes of the Regular Board Meeting  
Of the  
Riverside Public Library Board of Trustees  
November 10, 2015**

**Held Tuesday**, November 10, 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 7:36 p.m. by President Joan Wiaduck.

**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:** Janice A. Foley, Library Director; Jackie Aumann; Finance & Personnel Coordinator; Clifford Virador, patron; and Dorothy Sikora, Administrative Assistant.

**Review of Minutes**

Michael Flight moved, and Jen Pacourek seconded, that the Board approve the Minutes of the October 13, 2015 meeting.

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

Nays: None

Abstained: Kucera and Pacourek

The motion passed.

**Review of Current Bills**

Michael Flight 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 19152 through 19155, 19176 through 19195, 19197 through 19217, in the total amount of \$93,471.53, which includes payroll through October 31, 2015.

Roll Call Vote:

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

Nays: None

Abstained: None

The motion passed.

**Review of Financial Statements**

Michael Flight moved, and Ken Circo seconded, that the Board approve the financial statements for October 31, 2015, subject to audit.

Roll Call Vote:

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

Nays: None

Abstained: None

The motion passed.

**Committee Reports**

***Finance –2016 Appropriations Budget & 2015 Tax Levy Approvals***

Michael Flight moved, and Jen Pacourek seconded a motion to approve the 2016 Appropriations Budget of \$1,116,742.00 as presented.

Roll Call Vote:

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

Nays: None

Abstained: None

The motion passed.

Michael Flight moved, and Susan Kucera seconded a motion to approve the 2015 Tax Levy in the amount of \$1,065,542.00, as presented.

Roll Call Vote:

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

Nays: None

Abstained: None

The motion passed.

### **Building & Grounds – Roof Repairs**

The Board reviewed the proposed repair work to the tile roof. Ken Circo moved and Patrick White seconded a motion to authorize the repair of all phases of the proposed repairs to the East Parapet Wall Restoration and the Central Parapet Wall Work, without the Part 1 Alternate, in an amount not to exceed \$24,900.00. It is expected that the work can be completed before winter. The Library Director was directed to contact the Preservation Commission for approvals.

Roll Call Vote:

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

Nays: None

Abstained: None

The motion passed.

### **Library Advocacy**

Jen Pacourek advised that she participated in a recent Friends' meeting and they have updated their Bylaws to include Vice Presidents positions and are seeking new members and volunteers in 2016. They presented the Library with a check for \$15,000 to go toward the new shelving project. She also asked if there were other areas of advocacy the Board would like her to direct her attention to.

### **Space Planning/Strategic Long Range Plan**

The Board received and reviewed Studio GC's Updated Estimate and Phase Breakdown. Michael Flight presented a spec sheet to bid out costs for a replacement to the HVAC system. Everyone was in agreement that the Board should remove this section from the Studio GC proposal since it is a building issue that must be addressed before any cosmetic and space changes are made. A Request for Information will be sought with various HVAC vendors to see what options are available and viable for a new system. Ken Circo, Michael Flight and Janice Foley will work on this project. Michael Flight asked for the spread sheets from Darren Schretter.

### **Staff Reports**

The Board reviewed the staff reports. Michael Flight asked for a copy of Anna Behm's report on *Why Libraries Matter More Than Ever in the Age of Google*.

### **Director's Report**

The Board reviewed the Library Director's report. The Library Director reported that CSAGSI have decided to outright purchase a new microfiche/Reader Printer,

### **New Business**

#### **2015 Per Capita & Equalization Aid Grants Application**

The Board reviewed the 2015 Per Capita and Equalization Aid Grants Application, as prepared by the Library Director. No formal approval is needed and we are not optimistic funds will be available from the State.

**Correspondence**

The Board reviewed recent correspondence. No action was necessary.

**Recess to Executive Session**

Patrick White moved and Susan Kucera seconded a motion to recess to Executive Session to discuss the Library Director's annual evaluation at 8:56 p.m.

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

Nays: None

Abstained: None

The motion passed.

**Return to Executive Session**

The Board returned to Executive Session at 9:32 p.m.

Roll Call Vote:

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

Nays: None

Abstained: None

The motion passed.

Michael Flight moved and Susan Kucera seconded a motion upon her annual evaluation in Executive Session, to increase her compensation by 3%.

Roll Call Vote:

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

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 9:33 p.m.

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President

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Secretary