**River Grove Public Library District**

**General Board Meeting Minutes**

**November 8, 2023**

# Regular Board Meeting

**CALL TO ORDER:**

President Conway called the meeting to order at 6:30 pm.

**Roll:**

Mr. McManus Present

Ms. Angelico Present

Mr. Prokop Present

Ms. Carvajal Absent

Ms. Asbury Present

Ms. Mazza Present

Mr. Conway Present

Record Shows: 6 Present, 1 Absent

Also Present: ￼ Kendall Santucci, Director

Rhiannon Taylor, Assistant Director

Angela Hantosh, Admin Assistant

**GUESTS:**

None

**APPROVAL OF MINUTES:**

Ms. Angelico motioned to approve the General Board Meeting Minutes for October 11, 2023

Ms. Mazza second.

Record Shows: All Ayes

Motion Carries

Ms. Mazza motioned to approve the Special Meeting Minutes for September 27, 2023,

Ms. Angelico second.

Record Shows: All Ayes

Motion carries

**CORRESPONDENCE:**

ByLine Bank sent a notice of account inactivity.

**TREASURER’S REPORT:**

Ms. Mazza motioned to approve the October 2023 Treasurer’s Report as presented.

Mr. McManus second.

**Roll:**

Mr. McManus

Ms. Angelico Aye

Mr. Prokop Aye

Ms. Carvajal Absent

Ms. Asbury Aye

Ms. Mazza Aye

Mr. Conway Aye

Record Shows: 6 Ayes 1 Absent, 0 Nays

Motion Carries.

**BILLS FOR APPROVAL:**

Ms. Mazza motioned to approve the Bills for Approval as presented on November 8th, 2023.

Ms. Angelico second.

**Roll:**

Mr. McManus Aye

Ms. Angelico Aye

Mr. Prokop Aye

Ms. Carvajal Absent

Ms. Asbury Aye

Ms. Mazza Aye

Mr. Conway Aye

Record Shows: 6 Ayes 1 Absent, 0 Nays

Motion Carries.

**PRESIDENT’S REPORT:**

No report.

**DIRECTOR’S REPORT:**

1. Handyman replaced ceiling tiles, fixed bathroom fan, caulked staff bathroom windows, replaced emergency light battery.
2. Had concrete pavers installed outside the back emergency exit door, previously there was an unstable, decaying piece of plywood.
3. Had an air quality test done in three sections of the library (the results came back normal).
4. Completed the annual Backflow Test – we passed.
5. Four Seasons is working on trying to repair our broken furnace (the other two are working). It may need to be replaced.
6. Met with Joe Huberty of Engberg Anderson to discuss renovation options.

Ms. Angelico motioned to approve the Director’s Report.

Mr. Prokop second.

Record Shows: All Ayes

Motion Carries.

**COMMITTEE REPORTS:**

No report.

**BUILDING AND GROUNDS:**

No Report

**OLD BUSINESS:**

1. Programming Policy – Second Reading (ACTION)

Ms. Angelico motioned to approve the policy as written.

Ms. Mazza second

Roll:

Mr. McManus Aye

Ms. Angelico Aye

Mr. Prokop Aye

Ms. Carvajal Absent

Ms. Asbury Aye

Ms. Mazza Aye

Mr. Conway Aye

Record Shows: 6 Ayes 1 Absent, 0 Nays

Motion Carries.

**NEW BUSINESS:**

1. Adopt Tax Levy Ordinance 2023-2024 (ACTION)

Ms. Mazza motioned to adopt the Tax Levy Ordinance for fiscal year 2023-2024.

Ms. Angelico second.

Roll:

Mr. McManus Aye

Ms. Angelico Aye

Mr. Prokop Aye

Ms. Carvajal Absent

Ms. Asbury Aye

Ms. Mazza Aye

Mr. Conway Aye

Record Shows: 6 Ayes 1 Absent, 0 Nays

Motion Carries.

B. .02% Maintenance Tax Leavy Ordinance (ACTION)

Mr. Prokop motioned to adopt the .02% Maintenance Tax Levy Ordinance for Fiscal Year 2023-2024.

Mr. McManus second.

Roll:

Mr. McManus Aye

Ms. Angelico Aye

Mr. Prokop Aye

Ms. Carvajal Absent

Ms. Asbury Aye

Ms. Mazza Aye

Mr. Conway Aye

Record Shows: 6 Ayes 1 Absent, 0 Nays

Motion Carries.

C. Meeting Dates 2024 (ACTION)

Mr. Prokop motioned to approve 2024 Board Meeting dates.

Ms. Angelico second.

Roll:

Mr. McManus Aye

Ms. Angelico Aye

Mr. Prokop Aye

Ms. Carvajal Absent

Ms. Asbury Aye

Ms. Mazza Aye

Mr. Conway Aye

Record Shows: 6 Ayes 1 Absent, 0 Nays

Motion Carries.

D. Library Closures 2024 (ACTION)

Ms. Angelico motioned to approve 2024 library closure dates.

Mr. McManus second

Roll:

Mr. McManus Aye

Ms. Angelico Aye

Mr. Prokop Aye

Ms. Carvajal Absent

Ms. Asbury Aye

Ms. Mazza Aye

Mr. Conway Aye

Record Shows: 6 Ayes 1 Absent, 0 Nays

Motion Carries.

E. Staff Inservice Day 2024 (ACTION)

Ms. Angelico motioned to close the library for a Staff In-Service Day on February 9, 2024.

Mr. McManus second

Roll:

Mr. McManus Aye

Ms. Angelico Aye

Mr. Prokop Aye

Ms. Carvajal Absent

Ms. Asbury Aye

Ms. Mazza Aye

Mr. Conway Aye

Record Shows: 6 Ayes 1 Absent, 0 Nays

Motion Carries.

F. Collection Development Policy – First Reading

No Action.

G. Engberg Anderson Proposal (ACTION)

Tabled.

H. Resolution to open a Wintrust MaxSafe account(s) (ACTION)

Mr. McManus motioned to close Byline Bank account and transfer funds to a new account at Wintrust Bank.

Ms. Angelico second

Roll:

Mr. McManus Aye

Ms. Angelico Aye

Mr. Prokop Aye

Ms. Carvajal Absent

Ms. Asbury Aye

Ms. Mazza Aye

Mr. Conway Aye

Record Shows: 6 Ayes 1 Absent, 0 Nays

Motion Carries.

**PUBLIC COMMENTS**

None.

**EXECUTIVE SESSION:**

No executive session.

**ADJOURNMENT:**

Mr. McManus motioned to adjourn at 7:11 pm.

Ms. Mazza second.

Record Shows: All Ayes

Motion Carries.