**River Grove Public Library District**

**General Board Meeting Minutes**

**AUGUST 9, 2023**

**CALL TO ORDER:**

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

Roll:

Mr. Mc Manus Present

Ms. Angelico Present

Mr. Prokop Absent

Ms. Carvajal Absent

Ms. Asbury Present

Ms. Mazza Present

Mr. Conway Present

Record Shows: 5 Present, 2 Absent

Also Present: Kendall Harvey Santucci, Director

Rhiannon Taylor, Assistant Director

**GUESTS:**

No guests.

**APPROVAL OF MINUTES:**

Ms. Mazza motioned to approve the General Board Meeting Minutes for July 12th, 2023.

Ms. Angelico second.

Record Shows: All Ayes

Motion Carries.

**CORRESPONDENCE:**

No correspondence.

**TREASURER’S REPORT:**

Ms. Mazza read the July 2023 Treasurer’s Report and informed the board on what was deposited, the disbursements, and the balance of each of our accounts.

Mr. McManus motioned to approve the July 2023 Treasurer’s Report as presented.

Ms. Angelico second.

Roll:

Mr. Mc Manus Aye

Ms. Angelico Aye

Mr. Prokop Absent

Ms. Carvajal Absent

Ms. Asbury Aye

Ms. Mazza Aye

Mr. Conway Aye

Record Shows: 5 Ayes, 2 Absent, 0 Nays

Motion Carries.

**BILLS FOR APPROVAL:**

Ms. Mazza motioned to approve the Bills for Approval as presented on July 12th, 2023.

Mr. McManus second.

Roll:

Mr. Mc Manus Aye

Ms. Angelico Aye

Mr. Prokop Absent

Ms. Carvajal Absent

Ms. Asbury Aye

Ms. Mazza Aye

Mr. Conway Aye

Record Shows: 5 Ayes, 2 Absent, 0 Nays

Motion Carries.

**PRESIDENT’S REPORT:**

No report.

**DIRECTOR’S REPORT:**

1. Ms. Santucci and Ms. Taylor are cleaning up and organizing staff spaces, and exploring affordable ways to improve the current library space.
2. Ms. Santucci attended Directors University in Springfield; there were sessions on FOIA/OMA, Board & Director roles and relationships, HR topics, and more.
3. Trustee Mazza donated large print books to the library’s collection.
4. A Dominican University intern will temporarily join the library staff to process to the Delores Wasowicz Historical Collection.
5. The library received the annual Per Capita Grant check in the amount of $15,602.
6. Ms. Santucci solicited and received quotes from accounting/bookkeeping firms and is currently soliciting proposals from accounting firms.
7. Summer reading ended Saturday, July 29th.

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

Mr. McManus second.

Record Shows: All Ayes

Motion Carries.

**COMMITTEE REPORTS:**

No report.

**BUILDING AND GROUNDS:**

No Report

**EXECUTIVE SESSION:**

No executive session.

**OLD BUSINESS:**

No old business.

**NEW BUSINESS:**

**A. Adopt Tentative Budget & Appropriations Ordinance – to be placed on file for 30 days (ACTION)**

Ms. Mazza motioned to adopt the tentative budget & appropriations ordinance for fiscal year 2023-2024.

Mr. McManus second.

Roll:

Mr. Mc Manus Aye

Ms. Angelico Aye

Mr. Prokop Absent

Ms. Carvajal Absent

Ms. Asbury Aye

Ms. Mazza Aye

Mr. Conway Aye

Record Shows: 5 Ayes, 2 Absent, 0 Nays

Motion Carries.

**B. Notice of Budget and Appropriations Hearing (ACTION)**

Ms. Mazza motioned to approve and publish notice of the Budget and Appropriations hearing, to take place at 6:00 PM on Wednesday, September 13th, 2023.

Ms. Angelico second.

Roll:

Mr. Mc Manus Aye

Ms. Angelico Aye

Mr. Prokop Absent

Ms. Carvajal Absent

Ms. Asbury Aye

Ms. Mazza Aye

Mr. Conway Aye

Record Shows: 5 Ayes, 2 Absent, 0 Nays

Motion Carries.

**C. Review of Closed Session Minutes (ACTION)**

Mr. Conway motioned to approve recommendations regarding determinations about written minutes of closed sessions that have not yet been approved and/or released, and recordings of closed sessions for which the written minutes have been approved and/or released

Ms. Mazza second.

Roll:

Mr. Mc Manus Aye

Ms. Angelico Aye

Mr. Prokop Absent

Ms. Carvajal Absent

Ms. Asbury Aye

Ms. Mazza Aye

Mr. Conway Aye

Record Shows: 5 Ayes, 2 Absent, 0 Nays

Motion Carries.

**D. Accounting Quotes (ACTION)**

Tabled until September 2023 Board meeting.

**E. IPLAR 2022-2023 (ACTION)**

Ms. Angelico motioned to approve the submission of the 2022-2023 IPLAR survey.

Ms. Mazza second.

Roll:

Mr. Mc Manus Aye

Ms. Angelico Aye

Mr. Prokop Absent

Ms. Carvajal Absent

Ms. Asbury Aye

Ms. Mazza Aye

Mr. Conway Aye

Record Shows: 5 Ayes, 2 Absent, 0 Nays

Motion Carries.

**F. New Library Building Renovation – Discussion**

Priorities for the first phase of the renovation project were discussed.

**PUBLIC COMMENTS**

None.

**ADJOURNMENT:**

Mr. Conway motioned to adjourn at 7:09 pm.

Ms. Angelico second.

Record Shows: All Ayes

Motion Carries.

Respectfully submitted,

Kimberly Asbury

Board Secretary