

**MINUTES OF THE ROSELLE PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
COMMITTEE OF THE WHOLE MEETING
FEBRUARY 14, 2024**

CALL TO ORDER

President Smith called the meeting to order at 7:47 p.m.

PRESENT

Seven (7) Trustees were present at the start of the meeting: President, Katie Smith; Vice President Terrell Barnes; Treasurer, Monika Nasiadka; Secretary, Michael Harrington; Trustee, Len Baumgart; Trustee, Sue Harold, and Trustee, Roxee Timan.

Staff present were Executive Director, Samantha Johnson; Business & Operations Manager, Karen Delgadillo; Access Services Manager, John Rimer; Adult and Teen Services Manager, Maureen Garzaro; Youth Services Manager, Alea Perez; and Jason Kepler, Communications Coordinator.

ABSENT

There were no Trustees absent.

BUDGET & FINANCE COMMITTEE

a. Estimated FY 24/25 Revenue

Executive Director Johnson presented a timeline for the development of the FY 24/25 working budget. There were no questions from trustees.

b. Personnel & Salary Committee

- i. Executive Director Johnson presented the results of the salary scale benchmarking project and answered questions from trustees on the selection of libraries utilized in the comparison survey.
- ii. Executive Director Johnson presented the maximum merit increase proposal of 4% for FY 24/25. The trustees were in favor of moving forward with approving a 4% maximum merit percentage for 2024 annual performance appraisals.

BUILDING & PLANNING COMMITTEE

a. Continued Discussion and Updates on Building Next Steps, Objectives & Priorities

- i. The timeline for the next several months was reviewed, including plans related to communications.
- ii. The draft Memorandum of Understanding between the Library and the Village was presented. Trustees will continue to review and forward questions, and the intent is for the Village to approve the MOU on 2/26 with the Library approving on 2/28.
- iii. Draft schemes were presented for a potential design at the Maple Avenue location to the Trustees for their input and recommendations. Trustees discussed the following features/priorities: where a building and parking lot would be best located on that site, their preference that any drive through lane not cut in/out of Howard Avenue and be contained within a parking lot instead; the pros and cons of 1 story versus 1.5 or 2 stories, with the general preference determined that the Board aim for as much green space as is feasible. The consensus was to keep multiple options under consideration until estimates could begin to be developed.

Executive Director Comments

- a. Volunteer Appreciation Save the Date for April 13, 2024

Public Comment/Questions

There were no public comments.

ADJOURNMENT

President Smith moved to adjourn the meeting at 9:08 p.m. The motion was seconded. A voice roll call was conducted with all present voting aye. The motion was approved.

/s/ Mike Harrington

3/13/2024

Minutes Approved: Secretary

Date