

**ROSELLE PUBLIC LIBRARY DISTRICT  
MINUTES OF THE REGULAR BOARD OF TRUSTEES MEETING  
MARCH 13, 2024, AT 7:00 P.M**

**CALL TO ORDER**

President Smith called the meeting to order at 7:00 p.m.

**PRESENT**

Six (6) 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; 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**

One (1) Trustee was absent, Trustee, Sue Harold. Trustee Harold called in but was not eligible for remote attendance per the Remote Attendance Policy.

**ADOPTION OF AGENDA**

Secretary Harrington moved to adopt the agenda as presented. The motion was seconded. A voice vote was conducted with all voting aye. The motion was approved.

**PUBLIC COMMENT**

There were no comments from the public.

**CONSENT AGENDA**

- a. Secretary's Report
  - i. Minutes of the Regular Meeting Dated 2/14/2024
  - ii. Minutes of the Committees of the Whole Meeting Dated 2/14/2024

- iii. Minutes of the Special Meeting Dated 2/28/2024
- b. Approval of Expenditure Warrants
  - i. Bill List for 2/29/2024 in the Amount of \$63,307.18
  - ii. Bill List for Electronic Funds Transfer to IMRF Dated 3/7/24 in the Amount of \$12,098.17
  - iii. Bill List for 3/13/2024 in the Amount of \$41,796.07
  - iv. Payroll Dated 2/14/2024 and 2/29/2024
- c. Other
  - i. Approve Pay Grade Scale Effective June 21, 2024 for Fiscal Year 2024-2025

Vice President Barnes moved to approve the Consent Agenda as presented. The motion was seconded. A roll call produced the following results:

AYES: Barnes, Baumgart, Harrington, Nasiadka, Smith, Timan  
 NAYS: None  
 ABSTAIN: None  
 ABSENT: Harold

The motion was approved.

**TREASURER’S REPORT**

Executive Director Johnson highlighted tax dollars are starting to come in from Cook County, but that revenue will not be fully recognized until next FY 24/25.

Treasurer Nasiadka moved to approve the Treasurer’s Report. The motion was seconded. A roll call produced the following results:

AYES: Barnes, Baumgart, Harrington, Nasiadka, Smith, Timan  
 NAYS: None  
 ABSTAIN: None  
 ABSENT: Harold

The motion was approved.

**CORRESPONDENCE**

There were no highlights for March.

## **EXECUTIVE DIRECTOR'S REPORT**

Executive Director, Johnson presented her monthly report, which is included as Exhibit A highlighting a few key initiatives:

- a. In partnership with Roselle Police Department, the initial soft launch phase started with the Social Services team to have a regular presence onsite at the Library.
- b. Make Your Own Blanket Kit all completed for Project Linus. A total of thirty (30) blankets will be donated to this initiative.
- c. Care Room open for use in Youth Services.
- d. Update to the MOU, following the announcements and *Daily Herald* press release, continued content to be published, "in case you missed it," on our social media platforms.
- e. Awareness campaign continues to boost awareness on the Library offering, our capabilities, and staff inspired highlights. Instagram has proved to be grasping more reach and engagement than in prior quarters reviewed.

Access Services Manager, John Rimer, presented a department update to the Trustees highlighting the upcoming Free Comic Book Day and its significance across many libraries. Each year we partner with local business Keith's Komix for this event.

## **President's Report**

- a. Trustee's Report
  - i. Volunteer Appreciation Event 4/13/24 at 10:30 A.M.

## **Friends of the Library Report**

- a. Pop-up DVD Sale 3/15 – 3/16
- b. Next Book Sale 4/27 – 4/28

## **NEW BUSINESS**

- a. Approve Maximum Merit Increase Percentage at 4% for 2024 Performance Appraisals

Vice President Barnes moved to approve the Maximum Merit Increase Percentage at 4% for 2024 Performance Appraisals. The motion was seconded. A roll call produced the following results:

AYES: Barnes, Baumgart, Harrington, Nasiadka, Smith, Timan  
NAYS: None  
ABSTAIN: None  
ABSENT: Harold

**CITIZEN COMMENTS/QUESTIONS**

There were no comments or questions presented.

**ADJOURNMENT**

Trustee Baumgart moved to adjourn the meeting at 7:41 p.m. The motion was seconded. A voice roll call was conducted with all Trustees present in favor. The motion was approved.

/s/ Mike Harrington  
Minutes Approved: Secretary

4/10/2024  
Date