

**MINUTES OF THE ROSELLE PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
COMMITTEE OF THE WHOLE MEETING
AUGUST 13, 2025**

CALL TO ORDER

President Baumgart called the meeting to order at 7:25 p.m.

PRESENT

Six (6) Trustees were present at the start of the meeting: President, Len Baumgart, Vice President, Mike Harrington, Treasurer, Christina Dabrowski, Secretary, Monika Nasiadka, Trustee, Ashley Cook, and Trustee, Barbara Murray.

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

Also in attendance were: Dan Pohrte and Tiffany Nash of Product Architecture + Design; Chris Damsch from SMC Construction Services.

Two (2) members of the public were also present.

ABSENT

Trustee, Terrell Barnes, was absent from the meeting.

BUILDING & PLANNING COMMITTEE

a. Construction Project Updates

Product Architecture reviewed updated renderings and took feedback on exterior signage from the Board and updated the Board on their preparations for initiating the zoning review process with the Village.

I. Budget Estimate Update

Chris Damsch from SMC Construction Services presented an updated budget to the Trustees for their input and review. Costs have increased between the previous budget estimate, and so more items were included in the alternates tab section in this version. Grants and incentive programs under consideration were discussed and the trustees asked for grant information be included with the next budget update.

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b. Land Swap Documents

Draft purchase and sale documents for the initiation of the land swap were reviewed. Trustees were in favor of sharing them with the Village Administrator.

c. Responsible Bidder Ordinance Discussion

The Trustees discussed the topic raised of considering a responsible bidder ordinance and reviewed some feedback from the Library's attorney and construction manager. After deliberating, the consensus was not to move forward with passing such an ordinance with direction to Executive Director Johnson to work with the construction manager to ensure we have the RBO's best intent reflected in the new library project's bid requirements without the requirement of an apprenticeship program.

d. Trustee Training Discussion

Executive Director Johnson highlighted some options for training opportunities for the Trustees to consider. The Trustees have expressed their interest and asked Executive Director Johnson to continue to look at options and pricing and forward some for consideration.

BUDGET & FINANCE COMMITTEE

a. Review Draft of Certified Estimate of Revenue by Source for FY 2025-2026

Executive Director Johnson presented the working draft of Certified Estimate of Revenue by sources for FY 25-26.

POLICY

a. Gift and Donation Policy

Executive Director Johnson presented the drafted Gift and Donation Policy to the Trustees for review and consideration.

I. Partnership with Foundation

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Executive Director Johnson shared a preliminary donor campaign plan with the Trustees including potential dedication plaques and naming opportunities for the new building. This effort would be carried out in partnership with the Roselle Public Library Foundation. The Trustees shared their feedback and recommendations and discussed a timeline for the donor campaign milestones.

CITIZEN COMMENTS/QUESTIONS

There were no citizen comments or questions.

ADJOURNMENT

The meeting was adjourned at 8:40 p.m.

/s/ Monika Nasiadka

Minutes Approved: Secretary

9/10/2025

Date