

**ROSELLE PUBLIC LIBRARY DISTRICT  
MINUTES OF THE COMMITTEE OF THE WHOLE MEETING  
SEPTEMBER 13, 2023**

**CALL TO ORDER**

President Smith called the meeting to order at 7:45 p.m.

**PRESENT**

Six (6) Trustees were present physically at the start of the meeting: President, Katie Smith; Vice President, Terrell Barnes; Secretary Michael Harrington; Trustee, Len Baumgart; Trustee Sue Harold; and Trustee Roxee Timan.

Also present were Executive Director, Samantha Johnson; Access Services Manager, John Rimer; Adult and Teen Services Manager, Maureen Garzaro; Youth Services Manager, Alea Perez; and Communications Coordinator, Jason Kepler.

**ABSENT**

There was one (1) absent Trustees: Treasurer, Monika Nasiadka.

**BUDGET & FINANCE**

a. Presentation of First Draft of Levy Ordinance for FY 24 / TY 23

Executive Director Johnson presented the first draft of the next levy ordinance. The figures shown represent an 8% increase in the amount extended for TY 22. Another draft will be prepared for the October meeting and the final will be approved in November.

b. Recommendation for Adjusted Working Budget

Executive Director Johnson presented a draft resolution to amend the current working budget to reflect the increase in interest income that is currently projected for the rest of the fiscal year. A final draft will be present for approval at the October meeting.

**BUILDING & PLANNING COMMITTEE**

a. Review of Gallagher Bassett Site Hazard Survey Report from August 2023

Executive Director Johnson reviewed the site hazard survey report with the committee, explaining what was being done to address certain hazards identified within the report.

b. Consideration of Update to YS Restroom Space

Executive Director Johnson proposed considering a minor update to one of the second floor family bathrooms in Youth Service to make a quiet, private space for nursing/expressing milk for both patrons and staff. The building currently has no such space, but it was a priority of the most recent master plan and would be a valuable addition to the Library if it could be achieved sooner rather than later.

Trustees voiced their support of proceeding with this update.

c. Continued Discussion on Building Next Steps, Objectives & Priorities

Trustees reviewed the latest exterior concepts from Product Architecture, selecting two they felt were the strongest and most suited for further consideration and development.

Trustees also discussed creating another survey to residents of the district to gather more feedback.

d. Coffee with the Board on 9/23/23 at 10:30 AM

The Board has scheduled its first coffee morning event, which will be an open and informal opportunity to meet with residents at the Library.

**DIRECTOR'S COMMENTS**

There were no additional comments from the Executive Director.

**TRUSTEE COMMENTS**

There were no Trustee comments.

**PUBLIC COMMENTS/QUESTIONS**

There was no public for comments or questions.

**ADJOURNMENT**

Vice President moved to adjourn the meeting at 8:39 p.m. The motion was seconded. A voice roll call was conducted with all present voting aye. The motion was approved.

*Mike Harrington*  
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Minutes Approved: Secretary

10/17/2023  
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Date