

**ROSELLE PUBLIC LIBRARY DISTRICT  
MINUTES OF THE REGULAR BOARD OF TRUSTEES MEETING  
SEPTEMBER 13, 2023, AT 7:00 P.M**

**CALL TO ORDER**

President Smith called the meeting to order at 7:01 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. Also present were Executive Director, Samantha Johnson; Access Services Manager, John Rimer; Adult and Teen Services Manager, Maureen Garzaro; Youth Services Manager, Alea Perez; Jason Kepler, Communications Coordinator; and Nyla Panzilius.

**ABSENT**

There were no Trustees absent.

**PLEDGE OF ALLEGIANCE**

**ADOPTION OF AGENDA**

Vice President Barnes 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 was no public comment.

**CONSENT AGENDA**

a. Secretary's Report

- iii. Minutes of the Regular Board of Trustees Meeting Dated 8/9/23
- iv. Minutes of the Committee of the Whole Meeting Dated 8/9/23

b. Approval of Expenditure Warrants

- i. Bill List Dated 8/31/23 in the Amount of \$53,641.62
- ii. Bill List for IMRF Electronic Funds Transfer Payment Dated 8/31/23 in the Amount of \$11,043.92
- iii. Bill List Dated 9/13/23 in the Amount of \$46,968.70
- iv. Payroll Dated 9/15/23 and 8/31/23

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, Harold, Harrington, Nasiadka, Smith, Timan  
NAYS: None  
ABSTAIN: None  
ABSENT: None

The motion was approved.

### **TREASURER'S REPORT**

Executive Director Johnson summarized August's Treasurer's Report. She reported that over 56% of the anticipated income has been received.

Trustee Baumgart moved to approve the Treasurer's Report subject to audit. The motion was seconded. A roll call produced the following results:

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

The motion was approved.

### **CORRESPONDENCE**

Executive Director Johnson forwarded a thank you card from State Rep. Jennifer Sanalidro, thanking the library for providing space for her office's back to school supply drive. These items will be distributed to schools of the 48<sup>th</sup> district.

### **EXECUTIVE DIRECTOR'S REPORT**

Executive Director Johnson presented the summarized Library Departmental Report. The full report is attached as Exhibit A.

### **PRESIDENT'S REPORT**

President Smith thanked those who were present during the recent Friends book sale.

### **Trustee's Report**

There was no report for this month.

Friends of the Library Report

The August book sale was a success and still had a large amount of books left over. The total number of credit card sales was the highest it has ever been. Their next regular meeting will be in October.

**UNFINISHED BUSINESS**

There was no Unfinished Business this month.

**NEW BUSINESS**

a. Approve Half-Day Closure on 9/29 for Staff In-Service (Late Opening at 1:30 PM)

Treasurer Nasiadka moved to approve the half-day closure of the Library on 9/29 with a late opening time of 1:30 PM. The motion was seconded. A roll call produced the following results:

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

The motion was approved.

b. Approval of Wine Service at 10/6/23 Bingo Night Program Tie-in to Founder's Day Celebration

Treasurer Nasiadka moved to approve wine service at the 10/6/23 Bingo Night Program. The motion was seconded. A roll call produced the following results:

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

The motion was approved.

c. Adopt Ordinance #2023-03, Budget & Appropriations Ordinance for FY 23/24

Vice President Barnes moved to adopt Ordinance #2023-03 for FY 23/24. The motion was seconded. A roll call produced the following results:

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

The motion was approved.

d. Approve Certified Estimate of Revenue by Source for FY 23/24

Trustee Baumgart moved to approve the Certified Estimate of Revenue by Source for FY 23/24. The motion was seconded. A roll call produced the following results:

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

The motion was approved.

e. Adopt Resolution #2023-04, Authorizing Use of Facsimile Signature at Itasca Bank & Trust

Trustee Harold moved to adopt Resolution #2023-04. The motion was seconded. A roll call produced the following results:

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

The motion was approved.

f. Approve Service Contract with Public Communications, Inc.

Trustee Harold moved to approve the service contract with Public Communications, Inc., with a request that a confidentiality clause be included in the agreement language before the agreement is executed. The motion was seconded. A roll call produced the following results:

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

The motion was approved.

**CITIZEN COMMENTS/QUESTIONS**

There were no comments or questions presented.

**ADJOURNMENT**

Trustee Baumgart moved to adjourn the meeting at 7:38 p.m. The motion was seconded. A voice roll call was conducted with all Trustees present in favor. The motion was approved.

*Mike Harrington*

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Minutes Approved: Secretary

10/17/2023

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Date