

**ROSELLE PUBLIC LIBRARY DISTRICT  
MINUTES OF THE REGULAR BOARD OF TRUSTEES MEETING  
DECEMBER 13, 2023, 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, Sue Harold; and Trustee, Roxee Timan.

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

One (1) Resident was present, Joan Domke.

**ABSENT**

One (1) Trustee was absent, Len Baumgart.

**ADOPTION OF AGENDA**

Trustee Harold 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**

Resident Joan Domke addressed the Board regarding her thoughts on the location of a future new library and suggested they reconsider the idea of the property nearby on Maple Street. She noted that it's in a TIF District, is a good location in town, and said that she could see a new library campus there. The Board thanked her for sharing her thoughts and she departed the meeting.

**CONSENT AGENDA**

- a. Secretary's Report
  - i. Minutes of the Levy Hearing Dated 11/8/23
  - ii. Minutes of the Regular Meeting Dated 11/8/23
  - iii. Minutes of the Committees of the Whole Meeting Dated 11/8/23

- iv. Minutes of the Special Board Meeting Dated 11/21/23
- b. Approval of Expenditure Warrants
  - i. Bill List for 11/30/23 in the Amount of \$51,285.93
  - ii. Bill List for Electronic Funds Transfer to IMRF Dated 11/30 in the Amount of \$10,988.12
  - iii. Bill List for 12/13/23 in the Amount of \$44,923.44
  - iv. Payroll Dated 11/30/23 and 12/15/23
- c. Other Items
  - i. Revised Pay Grade Chart Effective 1/1/24 to Comply with Minimum Wage Increase

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

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

The motion was approved.

**TREASURER’S REPORT**

Executive Director, Johnson summarized November Treasurer’s Report. There were no questions from trustees.

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

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

The motion was approved.

**CORRESPONDENCE**

Executive Director Johnson provided the following:

- a. Chamber Monthly News
- b. Pre-Annexation Notices Received from Village of Roselle

**EXECUTIVE DIRECTOR'S REPORT**

Executive Director Johnson presented her month report which is included as Attachment A, as well as gave a brief status update on the Foundation's 2023 Annual Appeal.

**PRESIDENT'S REPORT**

President Smith commended Library Staff for their work on the 2023 Winterfest event.

a. Trustee's Report

The next Coffee with the Board is taking place this coming Saturday 12/16 at 10:30 A.M.

b. Friends of the Library Report

The next Friends Book Sale is scheduled for the last weekend in April: April 27<sup>th</sup> and 28<sup>th</sup>.

**NEW BUSINESS**

a. Adopt Ordinance No. 2023-07\*, Transferring Funds to the Special Reserve Fund

Vice President Barnes moved to adopt Ordinance No. 2023-07. The motion was seconded. A roll call produced the following results:

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

The motion was approved.

b. Adopt Ordinance 2023-06, Approving Paid Leave Benefits Required for Library Employees

Treasurer Nasiadka moved to approve Ordinance 2023-06. The motion was seconded. A roll call produced the following results:

AYES: Barnes, Harold, Harrington, Nasiadka, Smith, Timan  
NAYS: None

ABSTAIN: None  
ABSENT: Baumgart

The motion was approved.

c. Approve LIRA 2023-2024 Insurance Package Renewal in the Amount of \$31,205.13

Vice President Barnes moved to approve the 2023-2024 LIRA Insurance Package Renewal. The motion was seconded. A roll call produced the following results:

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

The motion was approved.

d. Approve Updated Blood and Organ Donation Policy for Personnel Handbook

Trustee Harold moved to approve the updated Blood and Organ Donation Policy for the Personnel Handbook. The motion was seconded. A roll call produced the following results:

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

e. Approve Updated Victims' Economic Security and Safety Act (VESSA) Policy for Personnel Handbook.

Trustee Harold moved to approve the updated VESSA Policy for the Personnel Handbook. The motion was seconded. A roll call produced the following results:

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

f. Approval of Library Foundation Statue Donation Plan, Pending Final Approval by Library District of Location and Orientation on Library Grounds.

Vice President Barnes moved to approve the Library Foundation statue donation plan, pending final approval by the Library District of the location and orientation on Library Grounds. The motion was seconded. A roll call produced the following results:

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

g. Approval of 2024 Schedule of Planned Closures

Treasurer Nasiadka moved to approve the 2024 Schedule of Planned Closures. The motion was seconded. A roll call produced the following results:

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

h. Selection of Two Trustees to Conduct Semi-Annual Review of Executive Session Minutes

President Smith nominated Trustee Baumgart and Trustee Timan to conduct the semi-annual review of Executive Session minutes, to be scheduled following the holiday season.

**CITIZEN COMMENTS/QUESTIONS**

There were no comments or questions presented.

**ADJOURNMENT**

Trustee Harold moved to adjourn the meeting at 7:20 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

1/24/2024  
Date