**River Grove Public Library District**

**General Board Meeting Minutes**

**OCTOBER 11, 2023**

**Regular Board Meeting**

**CALL TO ORDER:**

President Conway called the meeting to order at 6:30 pm.

Roll:

Mr. McManus Absent

Ms. Angelico Present

Mr. Prokop Absent

Ms. Carvajal Absent

Ms. Asbury Present

Ms. Mazza Present

Mr. Conway Present

Record Shows: 4 Present, 3 Absent

Also Present: Kendall Santucci, Director

Rhiannon Taylor, Assistant Director

**GUESTS:**

a. Joe Huberty of Engberg Anderson Architects

**APPROVAL OF MINUTES:**

Ms. Mazza motioned to approve the General Board Meeting Minutes for September 13th, 2023, with requested corrections.

Ms. Angelico second.

Record Shows: All Ayes

Motion Carries.

**CORRESPONDENCE:**

The library received an email from the Cook County Clerk’s office with preliminary 2022 Agency Tax Rate information.

**TREASURER’S REPORT:**

Due to Treasurer Carvajal’s absence, Director Santucci read the September 2023 Treasurer’s Report and informed the board on what was deposited, the disbursements, and the balance of each of our accounts.

Ms. Angelico motioned to approve the September 2023 Treasurer’s Report as presented.

Ms. Mazza second.

Roll:

Mr. McManus Absent

Ms. Angelico Aye

Mr. Prokop Absent

Ms. Carvajal Absent

Ms. Asbury Aye

Ms. Mazza Aye

Mr. Conway Aye

Record Shows: 4 Ayes 3 Absent, 0 Nays

Motion Carries.

**BILLS FOR APPROVAL:**

Ms. Mazza motioned to approve the Bills for Approval as presented on October 11th, 2023.

Ms. Angelico second.

Roll:

Mr. McManus Absent

Ms. Angelico Aye

Mr. Prokop Absent

Ms. Carvajal Absent

Ms. Asbury Aye

Ms. Mazza Aye

Mr. Conway Aye

Record Shows: 4 Ayes 3 Absent, 0 Nays

Motion Carries.

**PRESIDENT’S REPORT:**

No report.

Trustee Prokop entered the meeting at 6:54 PM.

**DIRECTOR’S REPORT:**

1. Handyman completed a few small jobs at the library.
2. Interviewed candidates and filled two part-time positions: Technical Services Assistant and Business Office Clerk.
3. Met with representatives from Lauterbach & Amen to onboard accounting services.
4. Filed Budget & Appropriations Ordinance with Cook County Clerk.
5. Worked with Jamie Rachlin of Meristem Advisors and the library’s attorney to prepare the annual tax levy and Truth in Taxation materials.
6. Solicited and received proposals from auditing firms.
7. Drafted programming & event policy.

Ms. Angelico motioned to approve the Director’s Report.

Mr. Prokop second.

Record Shows: All Ayes

Motion Carries.

**COMMITTEE REPORTS:**

No report.

**BUILDING AND GROUNDS:**

No Report

**OLD BUSINESS:**

1. **Owners Rep Selection (ACTION)**

Tabled.

1. **Renovation – 8301 W. Grand (ACTION)**

Tabled.

1. **Audit Firm Proposals (ACTION)**

It was suggested that Director Santucci requested an updated proposal from one of the proposed firms.

Mr. Prokop motioned to approve an updated proposal from GWA Accounting Firm, if the proposal includes three years of financial compilations only, rather than full audits.

Ms. Angelico second.

Roll:

Mr. McManus Absent

Ms. Angelico Aye

Mr. Prokop Aye

Ms. Carvajal Absent

Ms. Asbury Aye

Ms. Mazza Aye

Mr. Conway Aye

Record Shows: 5 Ayes 2 Absent, 0 Nays

Motion Carries.

**D. Updated Notice of Truth in Taxation Hearing 2024 (ACTION)**

Ms. Angelico motioned to reschedule the 2023-2024 Truth in Taxation Hearing on November 8th, 2023 and to publish the legal notice of hearing as required by law.

Ms. Mazza second.

Roll:

Mr. McManus Absent

Ms. Angelico Aye

Mr. Prokop Aye

Ms. Carvajal Absent

Ms. Asbury Aye

Ms. Mazza Aye

Mr. Conway Aye

Record Shows: 5 Ayes 2 Absent, 0 Nays

Motion Carries.

**NEW BUSINESS:**

**A. Programming Policy – First Reading (ACTION)**

Ms. Mazza motioned to approve the first reading of the draft Programming Policy as presented.

Ms. Angelico second.

Roll:

Mr. McManus Absent

Ms. Angelico Aye

Mr. Prokop Aye

Ms. Carvajal Absent

Ms. Asbury Aye

Ms. Mazza Aye

Mr. Conway Aye

Record Shows: 5 Ayes 2 Absent, 0 Nays

Motion Carries.

**PUBLIC COMMENTS**

None.

**EXECUTIVE SESSION:**

No executive session.

**ADJOURNMENT:**

Mr. Conway motioned to adjourn at 7:14 pm.

Ms. Asbury second.

Record Shows: All Ayes

Motion Carries.

Respectfully submitted,

Kimberly Asbury

Board Secretary