

**River Grove Public Library District  
General Board Meeting Minutes  
June 12, 2024**

**Regular Board Meeting**

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**CALL TO ORDER:**

President Conway called the meeting to order at 5:58 pm.

**Roll:**

Mr. McManus	Present
Ms. Angelico	Absent
Mr. Prokop	Present
Ms. Asbury	Present
Ms. Mazza	Present
Mr. Conway	Present
Mr. Orange	Present
Record Shows:	6 Present, 1 Absent

Also Present: Pilar Shaker, Interim Director  
Angela Hantosh, Business Office Clerk

**GUESTS:**

Dena Anton-Puccillo, member of the public

**APPROVAL OF MINUTES:**

a. General Board Minutes – May 8, 2024

Ms. Mazza motioned to approve the General Board Minutes, Ms. Asbury second.

Record Shows: All Ayes Motion Carries

b. Executive Session Minutes – May 8, 2024

Ms. Mazza motioned to approve the Executive Session Minutes for May 8, 2024, Mr. McManus second.

Record Shows: All Ayes: Motion Carries

**CORRESPONDENCE:**

\*A letter of interest for the upcoming vacancy trustee seat was submitted to the board by Dena Anton-Puccillo.

\*Patrick from DAE and Anthony from Dozer Concrete called in to further explain the exploratory work being done at the Ada’s building.

**TREASURER’S REPORT:**

a. Approval of June 2024 Treasurer’s Report

Mr. Orange motioned to approve the April 2024 Treasurer’s Report, Ms. Mazza second.

Discussion: Treasurer Prokop read the report and asked Interim Director Shaker to look into why the Working Cash Fund balance is lower than expected. Interim Director Shaker pointed out that

several budget lines had been spent beyond the appropriated amount and explained that the board would need to amend the FY 23/24 Budget and Appropriations Ordinance before the end of the fiscal year. President Conway asked that she set a special meeting for this purpose on June 26<sup>th</sup>.

**Roll:**

Mr. McManus	Aye
Ms. Angelico	Absent
Mr. Prokop	Aye
Ms. Asbury	Aye
Ms. Mazza	Aye
Mr. Conway	Aye
Mr. Orange	Aye
Record Shows:	6 Ayes 1 Absent, 0 Nays
Motion Carries.	

**BILLS FOR APPROVAL:**

- a. Approval of Bills presented in June 2024

Ms. Mazza motioned to approve, Mr. McManus second.

**Roll:**

Mr. McManus	Aye
Ms. Angelico	Absent
Mr. Prokop	Aye
Ms. Asbury	Aye
Ms. Mazza	Aye
Mr. Conway	Aye
Mr. Orange	Aye
Record Shows:	6 Ayes 1 Absent, 0 Nays
Motion Carries.	

**PRESIDENT’S REPORT:**

\*President Conway stated that Senator Harmon is approving the DCO Grant for \$200,000 for the upcoming library renovations.

\*Trustee Mazza is retiring effective today.

**COMMITTEE REPORTS:**

None

**BUILDING AND GROUNDS:**

\*Trustee McManus stated that the upstairs AC is now fixed, and we had some bulbs replaced on our outside sign.

**OLD BUSINESS:**

None

**NEW BUSINESS:**

- a. Motion to Discuss and Approve the Updated Library Director Job Description and Corresponding Job Ad

Ms. Mazza motioned to approve, Mr. McManus second.

Discussion: President Conway and Trustee McManus asked Interim Director Shaker to make some minor amendments to the job ad prior to posting. Interim Director Shaker shared the worksheet that was used to calculate the proposed salary and noted that it also showed the impact of the proposed 4% COLA raise for staff.

Motion passed.

- b. Motion to Discuss and Take Possible Action on the Proposed Annual Pay Increase

Mr. Orange motioned to approve a 4% cost of living increase for all current employees, Mr. McManus second.

**Roll:**

Mr. McManus	Aye
Ms. Angelico	Absent
Mr. Prokop	Aye
Ms. Asbury	Aye
Ms. Mazza	Aye
Mr. Conway	Aye
Mr. Orange	Aye
Record Shows:	6 Ayes 1 Absent, 0 Nays
Motion Caries.	

- c. Motion to Amend Draft 24/25 Working Budget

Mr. McManus motioned to approve, Ms. Mazza second.

Discussion: Interim Director Shaker pointed out the areas of the budget that needed to be amended to accommodate the proposed staff COLA raise and the salary of the new Director. She also shared that other minor updates had been made to accommodate additional income.

**Roll:**

Mr. McManus	Aye
Ms. Angelico	Absent
Mr. Prokop	Aye
Ms. Asbury	Aye
Ms. Mazza	Aye
Mr. Conway	Aye
Mr. Orange	Aye
Record Shows:	6 Ayes 1 Absent, 0 Nays
Motion Caries.	

- d. Motion to Discuss and Take Possible Action on the Transition of the Payroll and IMRF Administration

e. Motion to Approve the Annual .02% Building and Maintenance Levy  
Mr. Prokop motioned to approve, Mr. McManus second.

**Roll:**

Mr. McManus	Aye
Ms. Angelico	Absent
Mr. Prokop	Aye
Ms. Asbury	Aye
Ms. Mazza	Aye
Mr. Conway	Aye
Mr. Orange	Aye

Record Shows:  6 Ayes 1 Absent, 0 Nays  
Motion Caries.

f. Motion to Approve the Annual Non-Residence Fee Ordinance  
Mr. Prokop motioned to approve, Mr. McManus second.

**Roll:**

Mr. McManus	Aye
Ms. Angelico	Absent
Mr. Prokop	Aye
Ms. Asbury	Aye
Ms. Mazza	Aye
Mr. Conway	Aye
Mr. Orange	Aye

Record Shows:  6 Ayes 1 Absent, 0 Nays  
Motion Caries.

g. Motion to Declare a Board Vacancy Effective June 12, 2024, Following the Resignation of  
Trustee Kristine Mazza  
Mr. Conway motioned to approve, Mr. McManus second.

**EXECUTIVE SESSION:**

a. Motion to Enter Executive Session for the Purpose of Discussing:

- I. The setting of a price for sale or lease of property owned by the public body. As allowed by 5 ILCS 120/2 © (6)  
AND
- II. The selection of a person to fill a public office, as defined in the Act, including a vacancy in public office" As allowed by 5 ILCS 120/2 © (3)  
AND

- III. The appointment, employment, compensation, discipline, performance, or dismissal of specific employees or individuals who serve as independent contractors. As allowed by 5 ILCS 120/2 © (1)

Mr. Conway Motion to exit the Regular Board Meeting at 6:52pm and enter Executive Session, Ms. Mazza second.

**Roll:**

Mr. McManus	Aye
Ms. Angelico	Absent
Mr. Prokop	Aye
Ms. Asbury	Aye
Ms. Mazza	Aye
Mr. Conway	Aye
Mr. Orange	Aye

Record Shows: [OBJ] 6 Ayes 1 Absent, 0 Nays  
Motion Carries.

- b. Motion to End Executive Session and Enter Open Session

**(NEW BUSINESS CONT)**

- h. Motion to Approve a Contract Extension for the Interim Director  
Ms. Mazza motioned to approve the extension, Mr. McManus second.
- i. Action as Necessary to Move Forward with the Possible Sale of the Current Building  
No action was taken as further discussion is necessary. Interim Director Shaker was asked to speak with the library’s legal representative to clarify questions related to possible sale of property.

**PUBLIC COMMENT:  
NONE**

**ADJOURNMENT:**

Mr. Conway motioned to adjourn at 7:05 pm, Mr. McManus second.

**Roll:**

Mr. McManus	Aye
Ms. Angelico	Absent
Mr. Prokop	Aye
Ms. Asbury	Aye
Ms. Mazza	Aye
Mr. Conway	Aye
Mr. Orange	Aye

Record Shows: [OBJ] 6 Ayes 1 Absent, 0 Nays  
Motion Carries.