

# Regular Meeting Minutes

## Monday August 19th, 2024

### 1. Opening of the Meeting

**1.01 - Call to order and roll call** - *The meeting was called to order at 7:00 pm by Mrs. Carson*

Present In-Person: Lisa Carson, Adriana Romano, Jessica Mills, Rodney Cummings, and Samantha Johnson.

Present Remotely: N/A

Absent: Joe Young, Sharon Wells.

Also Present: Executive Director Tim Prendergast; Elizabeth Blood, Louis F. Cainkar Ltd.; Joe Lightcap, Baker Tilly (remotely); and Dan Eallonardo (remotely).

### **1.02 – Approval of the Minutes of the Regular Meeting on July 15th, 2024**

Motion to approve the July 15th, 2024 meeting minutes. Motioned by: Mrs. Carson, Seconded by: Mr. Cummings - Ayes: Carson, Romano, Cummings, Mills, Johnson

### **1.03 - Approval of the Minutes of the Decennial Committee Meeting on July 15th, 2024**

Motion to approve the July 15th, 2024 Decennial Committee meeting minutes. Motioned by: Mrs. Carson, Seconded by: Ms. Mills - Ayes: Carson, Romano, Cummings, Mills, Johnson

### **1.04 – Public Comment**

There was no public comment.

### 2. Reports

#### **2.01– Financial Report**

Motion to approve the financial report as presented. Motioned by: Mrs. Carson, Seconded by: Ms. Romano - Ayes: Carson, Romano, Cummings, Mills, Johnson

**2.02 - Attorney’s Report** – Update about the 2025 local consolidated election, and reminder that the library district has 90 days from today to fill Mrs. Romano’s seat.

**2.03 - President’s Report** – No report.

#### **2.04 - Director’s Report**

- Director Prendergast read his written report as submitted in the packet and let the Board know that he would be sending the IPLAR for fiscal year 2023-2024 separately, due to some technical issues.

### 3. Discussion

#### **3.01 – Building Update Discussion**

- Director Prendergast and Mr. Eallonardo shared updates on the building project progress, including the latest on the move of the sewer line and its impact on the building location. The cost of relocating the sewer line should fit within the Village’s allocated contribution of \$100,000.
- A zoning hearing is scheduled for 9/5/24. All trustees are encouraged to attend. The Village has handled all the related legal postings.
- Studio GC and Village engineer have been in contact throughout this process.
- Update on HVAC layouts throughout the new building.
- Mr. Eallonardo is working on plans for a temporary structure to maintain library operations.
- The goal is to go out to bid by the end of October, with a bid opening by Thanksgiving.
- Studio GC is drafting construction documents and will finalize after the zoning meeting in September; Mr. Eallonardo expects the Library to be able to conduct an extensive review of the drawings as soon as possible. The drawings will also need to be sent to the Village for permit approval before moving forward. Related to this is also the need to have a plat of consolidation made on the libraries separate parcels.

#### **3.02 – Elections Update**

- The attorney’s office can assist with preparation of election documents for incumbents, if they are interested.

#### **3.03 – Village Approval Discussion**

- No update.

#### **3.04 – Tentative B&A Discussion**

- Per the attorney, the Board is not required to approve the tentative form of the ordinance.

#### **4. New Business**

##### **4.01 – Motion to approve Studio GC Invoice**

Motion by Mrs. Carson, seconded by Ms. Romano.  
Ayes: Carson, Romano, Cummings, Mills, Johnson

##### **4.02 – Motion to approve Baker Tilly Invoice**

Motion by Mrs. Carson, seconded by Mr. Cummings.  
Ayes: Carson, Romano, Cummings, Mills, Johnson

##### **4.03 – Motion to approve Tentative Budget & Appropriations Ordinance**

No motion was made on this agenda item.

##### **4.04 – Discussion of 2024 Village Holiday Gathering**

Mr. Cummings relayed an inquiry from the Village about the Library's interest in participating in the Village's annual holiday gathering in December. There was brief discussion but no decision was reached.

##### **4.05 – Appreciation of Trustee Romano's service to the Library District**

Director Prendergast expressed his thanks to Adriana Romano for her years of service and contributions to the Library.

#### **5. Adjournment**

**5.01 - Next regular meeting date September 16th, 2024 at 7:00pm**

**5.02 - Adjournment of the Meeting at 7:56 p.m.**

- Motion to adjourn meeting by: Mrs. Carson, Seconded by: Mr. Cummings - Ayes: Carson, Romano, Cummings, Mills, Johnson

**Submitted by:**

Samantha Johnson