

**SHOREWOOD-TROY PUBLIC LIBRARY DISTRICT  
BOARD MEETING  
September 9, 2021**

The Public Hearing on the Budget & Appropriations Ordinance FY 2021/2022 for the Shorewood-Troy Public Library District was called to order by the President, Thomas Novinski, at 6:30 p.m. on Thursday, September 9, 2021. The meeting took place in Meeting Room A of the Library.

**ROLL CALL:**

**TRUSTEES PRESENT:**

- |                    |  |
|--------------------|--|
| 1. Thomas Novinski | 5. Tracy Caswell                       |
| 2. Phil Besler     | 6. Vito Schultz                        |
| 3. Karen Voitik    | 7. Amy Chellino – Arrived at 6:36 p.m. |
| 4. Bob Stahl       |  |

**ABSENT: NONE**

**STAFF PRESENT:**

Jennie Mills, Director  
Shalyn Rodriguez, Assistant Director  
Cindy Norman, Finance Clerk  
Samantha Wilhoyt, Circulation Manager

The Public Hearing was adjourned at 6:59 p.m.

The regular meeting of the Shorewood-Troy Public Library Board of Trustees was called to order by the President, Thomas Novinski, at 7:00 p.m. on September 9, 2021.

**ROLL CALL:**

**TRUSTEES PRESENT:**

- |                    |                  |
|--------------------|------------------|
| 1. Thomas Novinski | 2. Tracy Caswell |
| 2. Phil Besler     | 6. Vito Schultz  |
| 3. Karen Voitik    | 7. Amy Chellino  |
| 4. Bob Stahl       |                  |

**ABSENT: NONE**

**STAFF PRESENT:**

Jennie Mills, Director  
Shalyn Rodriguez, Assistant Director  
Cindy Norman, Finance Clerk  
Samantha Wilhoyt, Circulation Manager

**VISITORS PRESENT:** Brett Mitchell, Ethos Architects

**CHANGES/ADDITIONS TO AGENDA: NONE**

**APPROVAL OF MINUTES:**

Bob Stahl moved that the minutes of the regular meeting on August 12, 2021 be approved. Phil Besler seconded the motion and it was passed. Tom Novinski abstained.

COMMENTS FROM THE PUBLIC: NONE

TREASURER'S REPORT:

Cash on Hand Beginning of August 2021	\$624,667.92
Cash received during August 2021	107,580.31
Disbursements	<u>(137,920.68)</u>
Cash on Hand End of August 2021	\$594,327.55

Location and Denomination of Cash

Petty Cash	\$ 300.00
General Fund Checking – Chase	28,087.09
Money Market Fund – Chase	95,639.67
Money Market Fund – Shorewood Bank & Trust	358,970.77
Payroll Account – Chase	11,202.80
PMA Financial CD80197	<u>100,127.22</u>
TOTAL	\$ 594,327.55

APPROVAL AND PAYMENT OF BILLS:

Karen Voitik moved that the bills presented for payment be approved. Vito Schultz seconded the motion. A roll call vote was taken with all Trustees present passing the motion.

LIBRARIAN'S REPORT:

- a. Director's Report with personnel – Jennie Cisna Mills
- b. Department Heads

OLD BUSINESS: NONE

NEW BUSINESS:

- a. The board requested a bid document for carpeting and painting. Brett Mitchell from Ethos Architects will be putting together a bid document to be presented at the October meeting with 5-6 carpet samples.
- a. Trustees approved the Budget and Appropriations Ordinance 21-2 for FY22. Stahl motioned/Schultz seconded. A roll vote was conducted with all trustees present passing the motion.
- b. Trustees approved the Chief Fiscal Officer's Statement of Revenues for FY22. Besler motioned/Voitik seconded. A roll vote was conducted with all trustees present passing the motion.
- c. Trustees approved Resolution 21-2, "Resolution to Determine Estimate of Funds". Besler motioned/Voitik seconded. A roll vote was conducted with all trustees present passing the motion.
- d. Trustees approved the Disclosure of Salary Information for FY22. Caswell motioned/Besler seconded. A roll vote was conducted with all trustees present passing the motion.
- e. Trustees approved setting the levy rate at 9.9% for creation of levy document. Stahl motioned/Schultz seconded. A roll vote was conducted with all trustees present passing the motion.
- b. The board discussed succession planning with the Library Director.

- c. The board discussed future space recommendations made by space planner, David Vinjamuri.

ANNOUNCEMENTS:

- a. September is National Library Card Sign-up Month

Voitik motioned/Schultz seconded for the meeting to adjourn at 7:35 p.m. with all members present voting yes.

Respectfully submitted,  
Cindy Norman, Finance Clerk