

Rockford Public Library
Financial Planning & Properties Committee
Monday, April 28, 5:30 pm
Boardroom, RPL Main Branch
215 N. Wyman St

MINUTES

Members present: Henrietta Dotson-Williams, Jamie Getchius, Brad Long, Cesar Sanchez

Members absent:

Staff present: Lynn Stainbrook, Anthony Cortez, Erin Stachowiak, Anne O'Keefe, Bridget Finn,
Brook Loomis

Others Present: Molly Brauns

Jamie Getchius called the meeting to order at 5:30pm.

Public Speakers: None.

1. Monthly Financial Statements: Anthony Cortez submitted financial statements for the month ending March 31, 2025, and reviewed them with the committee. Discussion followed.
2. 5 Year Financial Projection [Discussion]: Anthony Cortez submitted a 5-year financial projection to the committee that suggest future financial challenges. Discussion followed.
3. Approve 2025 Non-Resident Card Fee [action]: Anthony Cortez presented a memo to the committee indicating a drop in the non-resident card fee by \$2, from \$131 to \$129. Discussion followed. A motion to approve the Non-Resident Card Fee was made by Brad Long and seconded by Cesar Sanchez. By Roll Call Vote, the motion passed unanimously.
4. Approve Changes to Fee Schedule 2024/2025 [action]: Anthony Cortez presented the fees for the parking garage to the committee. Discussion followed. A motion to approve the changes to the Fee Schedule was made by Brad Long and seconded by Henriette Dotson-Williams. By Roll Call Vote, the motion passed unanimously.
5. Approve Changes to Policy 6.2 Contracting for Goods/Services and Works of Improvement [action]: Anthony Cortez presented a memo to the Board requesting a change in procurement policies to ensure better negotiating stances for the commodity of Natural Gas. Discussion followed. A motion to approve the policy changes was made by Brad Long and Seconded by Henrietta Dotson-Williams. By Roll Call vote, the motion passed unanimously.
6. Approve Capital Expenditure for Bobcat Mini-Loader [action]: Anthony Cortez presented a memo to the committee on behalf of RPL Facilities Director Noel Devine for the purchase of Bobcat Mini-Loader for snow removal and other projects at the RPL Main Branch. Discussion followed. A motion to approve the plan was made by Brad Long and seconded by Henrietta Dotson-Williams. By Roll Call Vote, the motion passed unanimously.
7. Approve Capital Expenditure for Replacement Doors at East and Montague Branches [action]: Anthony Cortez presented a memo to the committee on behalf of RPL Facilities Director Noel Devine for the purchase of replacement doors at both East and Montague.

Discussion followed. A motion to approve the expenditure was made by Brad Long and seconded by Henrietta Dotson-Williams. By Roll Call Vote, the motion passed unanimously.

8. Old Business: None

9. New Business-None

With no further business, the meeting was adjourned at 5:57 p.m.

Next Financial Planning & Properties Committee Meeting will be held Tuesday, May 27, 2025, at 5:30 pm in the Boardroom, Rockford Public Library, Main Branch, 215 N. Wyman Street. Rockford, IL 61101

Respectfully,
Mary Pat Muzzarelli, Recorder