

Rockford Public Library
RPL Board of Trustees
Financial Planning & Properties Committee

Monday, September 22, 5:30 pm
Boardroom, RPL Main Branch
215 N. Wyman St

MINUTES

Members present: Henrietta Dotson-Williams, Cesar Sanchez, Paul Logli

Members absent: none.

Staff present: Anthony Cortez, Erin Stachowiak, Anne O'Keefe, Andrew Fischer, Brook Loomis

Others Present:

Finance Chair Paul Logli called the meeting to order at 5:34 p.m.

Public Speakers: None.

1. Monthly Financial Statements: Executive Director Cortez presented the financial statements ending August 2025. Discussion followed. The financial report was accepted subject to audit.
2. Approve Changes to the 2025 Fee Schedule [action]: Executive Director Cortez introduced the updated fee schedule to the committee that included fees resulting from policy updates. The items added were a cleaning fee of \$25 for meeting room rentals at branches and a \$10 cancellation fee. Discussion followed. A motion to approve the changes was made by Cesar Sanchez and Seconded by Henrietta Dotson-Williams. The motion passed with a unanimous voice vote.
3. Approve 2026 Rockford Public Library Budget [action]: Director of Finance Dajana Glisic prepared a presentation of the proposed budget via video in her absence. A written budget summary was also provided to the committee. The 2026 Budget is a deficit budget mainly due to the falling revenue of Personal Property Replacement Tax, higher personnel costs, and 10 yrs. of a steady tax levy. Discussion followed. A motion to approve the 2026 budget was made by Cesar Sanchez and Seconded by Henrietta Dotson-Williams. The motion passed with a unanimous voice vote.
4. Approve Prime Contract Change Order #37: Change Orders Final [action]: Finance Chair Paul Logli presented the change order to the committee. The Change Order signifies an agreement between the Scandrol Construction Company and RPL to close the books on the construction project. A motion to approve the change order was made by Cesar Sanchez and Seconded by Henrietta Dotson-Williams. The motion passed with a unanimous voice vote.
5. Old Business-None
6. New Business-None

With no further business, the meeting was adjourned at 5:55 p.m.

Next Financial Planning & Properties Committee Meeting will be held Monday, October 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