

Agenda
North Riverside Public Library District
Board of Trustees
2400 S. Des Plaines Avenue
North Riverside, Illinois
Regular Meeting, December 17, 2018
6:30 PM

Special Guest

- Audit presentation

1. Open of Meeting

- A. Call to order
- B. Determination of quorum
- C. Recognition of visitors to the meeting
- D. Approval of agenda

2. Open Forum

Audience Note: If you wish to speak to the Board, please read and complete the open forum sheet provided and give it to the Board Secretary.

3. Financial reports

- A. Finance Committee Report (Brad Lanken, chairman)
- B. Approval of Financial Statements (action)
- C. Approval of Check Detail Report #18-12 (action)
- D. Authorization to transfer \$50,000 from the money market to the checking account (action)

4. Committee Reports

- A. Building and Grounds (Ken Rouleau, chairman)
 - 1. Parking Lot Light Replacement Quote (action)
- B. Strategic Planning (P. J. Folz, chairman)
 - 1. Mini-Grant (information)
- C. Personnel (Greg Gordon, chairman)
- D. Policy (Priscilla Skenandore, chairman)
 - 1. Personnel Policy Revision (information)

5. President

- A. Election

6. Director's Report

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7. Other Action Items

- A. Approval of the minutes
 - 1. November 19, 2018 Board Meeting (action)
- B. ILA Reporter (information)
- C. Emergency Closing Center (information)
- D. Furniture (information)

8. Information items

- A. Committee Meetings
- B. Calendar
- C. Memorial Books Report
- D. Correspondence
- E. Board action log
 - 1. Staff/Board Appreciation Dinner Planning
- F. Trustee continuing education
- G. Grants
- H. Advocacy
- I. RAILS & SWAN

9. Closed session (The Board of Trustees may decide, by a roll call vote, to convene in closed session if there are matters to discuss confidentially, in accordance with the Open Meetings Act)

10. Return to open session

11. Possible action item (pertaining to closed session discussion)

12. Adjournment

*Note: Agenda items may be added that pertain to discussion or information.
No items may be added to the final agenda that require Board action.*

Next regular Board Meeting is scheduled for January 21st, 2019 at 7:00pm.

4. A. 1. Parking Lot Light Replacement: See quote on following page. Quote if to replace 2 of our light fixtures with new LED lights as well as to add an additional spot light to the pole closest to our flags to light them rather than relying to the spotlights in the ground.

4. B. 1. Strategic Initiatives Mini-Grant: 5 applications were received from staff members for review this quarter. We awarded a total of \$880 for 4 of the proposals including deciding to fund an additional white board for the 2nd study room because of usage statistics from the first whiteboard install.

4. D. 1. Please see attached. The current personnel policy manual and the proposed policy manual can both be found in Dropbox under the Policy folder.

5. A. Election materials are due in by today.

7. B. ILA Reporter is seeking submissions for “Library Buildings 2018” featuring renovations/additions/new buildings. I will be sending pictures of our update to inclusion. They will be making decisions in January.

7. C. We have applied to be included in the Emergency Closing Center listings which are disseminated to local news and radio stations. The application is still in process.

7. D. Thanks to donations, fund raising and grant funds, we are in process of looking at new furniture for near the fireplace.