

**REVISED**  
**North Riverside Public Library District**  
**2400 S. Des Plaines Avenue**  
**North Riverside, Illinois**

**Agenda - Board of Trustees Meeting/September 18, 2017**  
**7:30 PM**

1. **Open of Meeting**
  - A. Call to order
  - B. Determination of quorum
  - C. Recognition of visitors to the meeting
  - D. Approval of agenda and requested changes to 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. Treasurer
  - B. Accountant
  - C. Approval of financial statements (Action)
  - D. Approval of Warrant List #17-09 (Action)
  - E. Authorization to transfer \$60,000 (Action)
4. **Committee Reports**
  - A. Building and Grounds (Ken Rouleau, chairman)
    1. Service and Inspection Log (Information)
    2. Repair Log (Information)
  - B. Finance (Brad Lanken, chairman)
    1. Remind Trustees of Budget and Appropriation Ordinance Approval - September 25, 2017
  - C. Personnel (Greg Gordon, chairman)
    1. Approval of Job Descriptions for Head of Youth Services/Assistant Library Director and Teen/Tween Librarian/Head of Technical Services (Action)
    2. Approval of 5% Salary Increase for Head of Youth Services who will fulfill the additional role as Assistant Library Director (Action)
    3. Approval of 5% Salary Increase for the Public Services and Technology Manager to reflect market conditions (Action)
    4. Approval to promote the part-time Youth Services Associate and Teen/Tween Coordinator to the new position of Teen/Tween Librarian/Head of Technical Services (Action)
    5. Approval to increase the salary of Youth Services Associate Swade by \$1.21 per hour to meet market rate.

D. Policy (Elizabeth Tomasek, chairman)

5. **President**

1. Foundation Gala

6. **Other Action Items**

A. Approval of the minutes

1. July 17, 2017 Board of Trustees Meeting
2. August 21, 2017 Board of Trustees Meeting
3. August 21, 2017 Closed Session Minutes (to be distributed at the meeting)

7. **Information items**

- A. Committee Meetings
- B. Calendar
- C. Memorial Books Report
- D. Correspondence
- E. Board action log
- F. Trustee continuing education
- G. Grants, Advocacy, RAILS & SWAN

8. **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)

9. **Return to open session**

10. **Possible action item** (pertaining to closed session discussion)

11. **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 Board meeting is currently scheduled for October 16, 2017.**