**Agenda**

**Committee of the Whole**

**Board of Trustees**

**North Riverside Public Library**

2400 S. Des Plaines Avenue

## North Riverside, Illinois

**March 12, 2018 6:30 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 Members wishing to address the Board please complete the open forum sheet provided and give it to the Board Secretary.

3. **Minutes**

 A. Accept Minutes of February 12, 2018 Committee of Whole Meeting Open Session

4. **Personnel Committee (Greg)**

A. Senior Services Librarian Job Description

 B. Adult Services Librarian Job Description

 C. Administrative Assistant/Promotions Job Description

5**. Building and Grounds Committee (Ken)**

 A. Update on Fire Inspection Report

 B. Discussion of main floor carpeting

 C. Review bid for APC for circulation desk

 D. Update on quote for Emergency Lights and Exit Signs

 E. Discussion and bid review for phone system menu

6. **Policy Committee (Priscilla)**

 A. Other

7. **Other New Business**

 A. Library Cards

 B. Other

8. **Adjournment**

The Library Board meeting is scheduled for Tuesday, March 20, 2018.