

VILLA PARK PUBLIC LIBRARY / BOARD OF TRUSTEES
Regular Meeting

Location: Villa Park Public Library (Conference Room)

Agenda

September 28, 2016 @ 7:00 p.m.

Roll Call and Establishment of Quorum

Introduction of Visitors / Public Participation

Readathon Update / Michelle Hoffman

Audit update / Lauterbach and Amen

Approval of the Minutes of the August 24, 2016 Regular Meeting<V>

Approval of the Minutes of the January 30, 2016 Special Meeting<V>

Report of the Board President

Committee Reports

Treasurer's Report

Approval of bills/check register for September 2016 <R>\$101,315.01

Financial Reports

RAILS News / Legislative Update

Report of the Friends of the Library Liaison

Report of Gifts and Programs Sponsorships

Correspondence / Letters to Departing Staff Members & Thank You Letters

Library Director's Written Report

Unfinished Business:

- Discussion of building needs
- Stairway Project
- Approval of Policy 210: Trustee By-Laws <V> Trustee By-Laws are scheduled for review every three years

New Business

- FY2015/2016 Audit Review and Approval<R>
- Library Trustee Vacancy (Discussion)
- Resolution honoring former Library Board Trustee, Matt Matkowski, for years of service as a Library Board member <V>
- Resolution providing for the Execution of an Intergovernmental Agreement Authorizing Membership in SWAN (System Wide Automation Network) <R>
- Resolution setting forth financial requirements of the Villa Park Public Library for the Fiscal Year Beginning May 1, 2017 and ending April 30, 2018 <R>
- Revisions to the Wage and Salary Chart <R> Staff would ask the Library Board to approve revisions to the wage and salary chart. These revisions include increasing the minimum, midpoint, and maximum wage for Grade 1 and Grade 2 positions.

Executive Session <R> Business Matters: Purchase/Lease of Property

Actions, if needed, after Executive Session

Planning of Future Meetings

Around the Table

Adjournment <V>

<V> = Voice Vote <R> = Roll Call Vote

The Villa Park Public Library is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting or the facilities, are requested to contact the Library Administrator at (630) 834-1164 promptly to allow the Library to make reasonable accommodations for those persons.