

**VILLA PARK PUBLIC LIBRARY / BOARD OF TRUSTEES**

**Location: Villa Park Public Library (Conference Room)**

**August 28, 2013 @ 7:30 p.m.**

Roll Call and Establishment of Quorum

Introduction of Visitors

Public Participation

Approval of the Minutes of the July 24, 2013 Regular Meeting <V>

Approval of the Minutes of the July 24, 2013 Executive Session Meeting <V>

Approval of the Minutes of the June 20, 2013 Finance Committee Meeting <V>

Report of the Board President

Committee Reports

Report of the Treasurer

Approval of the August Bill Listing FY 2013-2014, in the amount of <R>\$73,305.56

Report of LINC Representative

RAILS News

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 Report

Unfinished Business

Strategic Plan Update

Elevator Modernization Project Update

Review and summary of bids submitted for elevator modernization project.

Library Board Vacancy

Review of letters of interest for Board vacancy

Staff/Volunteer Recognition Event

New Business

Resolution honoring Robert J. Wagner for his service as Trustee to the Villa Park Public Library Board of Trustees <V>

Job Description: Web Site Developer<V>

Suggested revisions include adding knowledge of WordPress and Javascript as well as experience with Adobe Illustrator and Photoshop.

Job Description: Graphic Designer <V>

Draft of suggested job description submitted for Library Board approval.

Emergency Response Plan 2013 <V>

Approval of revisions to Emergency Response Plan.

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.