

VILLA PARK PUBLIC LIBRARY / BOARD OF TRUSTEES

Location: Villa Park Public Library (Conference Room)

February 25, 2015 @ 7:00 p.m.

Roll Call and Establishment of Quorum

Introduction of Visitors: Carol Dawe, LINC Consortium Manager

Public Participation

Approval of the Minutes of the January 28, 2015 Regular Meeting <V>

Approval of the Minutes of the January 28, 2015 Executive Session Meeting <V>

Approval of the Minutes of the January 31, 2015 Committee of the Whole Meeting<V>

Approval of the Minutes of the February 18, 2015 Committee of the Whole Meeting <V>

Report of the Board President

Committee Reports

Treasurer's Report

Approval of bills/check register for February 2015 (FY 2014-2015) <R>\$81,508.65

Financial Reports

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 & Strategic Plan Update

Unfinished Business

New Business

- Approval of cleaning services contract with Tenacious Cleaning Services (Lake Zurich, IL) in the amount of \$26,769.60<R>
- Approval of resolution for investment of funds with PMA Financial Network <R>
- Approval of the LINC FY 2015/2016 Annual Operating Budget <R> As a member of the Library Integrated Network Consortium, the Library Board of Trustees approves the LINC budget. Villa Park's fees remain the same as last year, \$53,620.00.
- Approval Renew Library Service to the City of Oakbrook Terrace (Letter and Rider to City of Oakbrook Terrace included) <R>
The annual single family residence fee has been increased to \$243.96, plus a service fee of \$4.03 (total of \$247.99), effective May 1, 2015 and the annual apartment fee shall be \$198.58, plus a service fee of \$4.03 (total of \$202.61).
- Review of Proposals for Audit Services
- Discussion on amending the annual budget for the Villa Park Public Library for the fiscal year commencing on May 1, 2014 and ending on April 30, 2015
- Discussion on the adoption of the annual budget for the Villa Park Public Library for the fiscal year commencing on May 1, 2015 and ending on April 30, 2016
- Disposal of Library Furniture and Equipment <R>
Staff would ask the Library Board to dispose of obsolete and/or damaged equipment consisting of 2 wall shelving units.
- Discussion of Library Hours: Per the Strategic Plan, the Library Board will discuss the hours of operation for the Library building. The Board will discuss ramifications of closing on President's Day, Veteran's Day, Friday evenings, Saturday mornings, and Sundays during the school year. In addition, the Board will discuss continuity of service by remaining open on Sundays year round.

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.