

VILLA PARK PUBLIC LIBRARY / BOARD OF TRUSTEES

Regular Meeting

Location: Villa Park Public Library (Conference Room)

REVISED Agenda

June 22, 2016 @ 7:00 p.m.

Roll Call and Establishment of Quorum

Introduction of Visitors / Public Participation

Approval of the Minutes of the May 25, 2016 Regular Meeting <V>

Approval of the Minutes of the May 25, 2016 Executive Session Meeting<V>

Report of the Board President

Committee Reports

Treasurer's Report

Approval of bills/check register for June 2016 (FY 2016-2017) <R>\$73,594.48

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 (Williams Architects—Andy Dogan & CCS International--Graham Harwood)

New Business

- *Financial Planning Discussion* (Ehlers & Associates—Steve Larson and Adrienne Booker)
- *Metal Work for Stairway Railings* <R> Williams Architects would recommend approving the proposal from Wm. Horn Structural Steel Company of Geneva, IL for the Metal Work associated with the Main Stair Improvement project—including stainless steel handrails in the amount of \$16,700.00
- *Stormwater Study*<R> Williams Architects and Eriksson Engineering Associates propose to prepare a study
- which will provide a narrative description, preliminary configuration, size, placement, and estimated construction cost of above-ground stormwater improvements that would be required as an alternative to underground stormwater storage. The fee for these services will not exceed \$2,200.00.
- *Library Closings 2016* <V> Staff would ask the Board to close the 2nd floor (Youth Services) on Sunday, November 6th for the murder mystery event. In addition, staff requests the closing of the Library between 9 and noon on December 2
- *Non-Resident Library Card Participation* <V> Per Illinois Law, the Library Board of Trustees shall annually take action to decide whether to issue non-resident library cards during the ensuing 12 months (July 1, 2016-June 30, 2017). The fee formula for the non-resident card would be the Tax Bill Method.
- *Prevailing Wage Resolution* <V> Annually, the Library is required to adopt prevailing wage rates as determined by the Illinois Department of Labor (IDOL) or the Library must conduct their own investigation into wages in the area. Prevailing wage rates are used in public contracts. The past few years the Library has jointly adopted a resolution relying on June IDOL rates with the Village, School Districts #45, #48, and #88. It is recommended the Library again adopt the joint prevailing wage resolution.
- *Annual Reports* <V> The Library Board will review the activities of the previous fiscal year and approve an annual report for the Village Board and the State Library (IPLAR: Illinois Public Library Annual Report)

Executive Session <R> Personnel Matters: Personnel Matters (Evaluation of Library Director)

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.