

VILLA PARK PUBLIC LIBRARY / BOARD OF TRUSTEES

Regular Meeting

Location: Villa Park Public Library (Board Room)

Agenda

February 28, 2024 @ 7:00 p.m.

Roll Call and Establishment of Quorum

Introduction of Visitors: Jeff Sand, Automation Services Coordinator; Michael Harter, Outreach Services Specialist

Public Participation

Discussion of Revisions and Amendments to Agenda

Approval of the Minutes of the January 24, 2024 Annual Board Meeting <V>

Approval of the Minutes of the January 24, 2024 Regular Board Meeting <V>

Approval of the Minutes of the January 22, 2024 Finance Committee Meeting <V>

Report of the Board President

Committee Reports

Treasurer's Report

Approval of bills/check register for February, 2024 (FY 2024) <R>\$62,096.86

Financial Reports

RAILS News/Legislative Update/Professional Development

Report of the Friends of the Library Liaison

Report of Gifts and Programs Sponsorships

Correspondence / Letters to Departing Staff Members & Thank You Letters

Deputy Director's Report

Library Director's Report

New Business:

- *Approval of Technology Plan 2024-2026 <V>*
- *Approval of Updated Authorized Signers for Fifth Third Bank Account <V>*
- *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).
- *Approval to Renew Library Service to the City of Oakbrook Terrace (Letter and Rider from City of Oakbrook Terrace included). <R>* The annual single family residence fee has been increased to \$294.33, plus a service fee of \$4.03 (total of \$298.36), effective May 1, 2024 and the annual apartment fee shall be \$239.17, plus a service fee of \$4.03 (total of \$243.20). The Oakbrook Terrace City Council approved the Rider at their January 23, 2024 meeting.
- *Approval of Revised Job Description: Head of Adult Services <V>*
- *Approval of Revised Job Description: Head of Youth Services <V>*
- *Approval of Revised Organizational Chart <V>*
- *Approval of Revisions to Policy 731, Schedule of Fees <V>*

Unfinished Business:

- *Resolution of the Board of Library Trustees of the Village of Villa Park, DuPage County, Illinois amending the budget for the fiscal year beginning January 1, 2023 and ending on December 31, 2023. <R>* The FY 2023 amended budget is presented for library board approval.

Planning of Future Meetings

Around the Table/Library Trustees' Reports

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.