



Agenda

1. Call to order
2. Roll call/Trustee requests to attend meeting via electronic means
3. Introduction of visitors
4. Minutes of previous meetings (Secretary Snyder)
 - A. Approval of minutes: Regular Meeting of October 12, 2016
5. Financial report and authorization of expenditures (Treasurer Jefferson)
 - A. Approval of Warrant 2017-5 in the amount of \$561,900.40
 - B. Review of preparation process for annual tax levy (Director Auston)
 - C. Adoption of Ordinance 2017-2, Fiscal Year 2016/2017 Tax Levy in the amount of \$6,506,966
 - D. Posting of audit online and filing of Annual Statement of Receipts and Disbursements (Finance Manager Stapleton)
6. President's report (President Reshkin)
 - A. Reminder of date for fall long range planning meeting
 - B. Trustee attendance at ILA Trustee Day (Trustees Reshkin and Jefferson)
 - D. Review of Library Board advocacy activities (Secretary Snyder)
7. Public comment
8. Director's report (Director Auston)
 - A. Annual summary of Library insurance
 - B. Review and approval of contract with Management Association for human resources compensation and market benchmarking study per Strategic Plan goal III.G. in the amount of \$9,200
9. Other Reports
 - A. Friends of the Palatine Library (Friends President or designee)
 - B. Palatine Public Library District Foundation (Trustee Jefferson)
 - C. RAILS (Trustee Snyder)
 - D. Teen Advisory Board (TAB Liaison Steinebrey)
 - E. Policy Committee
 1. Review and discussion of: Policy 5: Financial Management
 2. Approval of proposed revisions to Policy 4: Library Administration; Appendix 1: The Role of the Board of Trustees; Appendix 2: The Role of the Trustee; Appendix 3: ALA Statement of Ethics for Public Library Trustees; Appendix 4: The Role of the Director; Appendix 5: ALA

Requests to address the Board submitted less than 72 hours prior to the meeting will be scheduled for the next regular meeting, barring extraordinary circumstances.

Individuals requiring reasonable accommodations to attend a public meeting of the Board are requested to notify Library administration at least 7 business days prior to the scheduled meeting.

Statement of Professional Ethics; and Appendix 16: Rules of Procedure
for Public Meetings and Hearings

10. Closed session for the purpose of deliberations concerning salary schedules for one or more classes of employees in compliance with 5 ILCS 120/2 (c)(2)
11. Correspondence
12. Unfinished business
13. New business – for announcement, deliberations, and/or discussion no official action will be taken
14. Adjournment

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