



**Palatine Public Library District Board of Trustees**  
Public Hearing  
Budget and Appropriations Ordinance  
September 13, 2017, 7:00 p.m. in the Board Room

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Agenda

1. Open the public hearing
2. Roll call/Trustee requests to attend meeting via electronic means
3. Announcement of Rules of Procedure for Public Hearings (President Jefferson)
4. Report on the proposed Budget and Appropriations Ordinance 2018-01 (Interim Director Gardner)
5. Public comment on proposed Budget and Appropriations Ordinance 2018-01
6. Close of the public hearing

**Board of Library Trustees Regular Meeting**  
Board Room, Main Library  
700 N. North Court, Palatine, IL  
September 13, 2017  
Immediately Following the Public Hearing

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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 Westhoff)
  - A. Approval of minutes: Regular Meeting of August 9, 2017
  - B. Confirmation of destruction of closed session recordings per Board vote

Requests by members of the public to place a topic on a Board meeting agenda must be made 4 business days before the scheduled meeting in order to be considered. Members of the public may address the Board according to provisions of policy Appendix 16: Rules of Procedure for Public Meetings and Hearings.

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.

5. Financial report and authorization of expenditures (Treasurer Snyder)
  - A. Approval of Warrant 2018-3 in the amount of \$631,874.10
  - B. Discussion and adoption of Budget and Appropriations Ordinance 2018-01
6. President's Report (President Jefferson)
  - A. Reminder of date for the November 4, 2017 long range planning meeting and request for agenda topics
  - B. Reminder of special meeting dates for Director search
  - C. Review of Library Board advocacy activities (Trustees Vanderhoek)
  - D. Questions and comments regarding the Financial Management Plan by Ehlers
  - E. Appendix 2: The Role of the Trustee
7. Public Comment
8. Director's Report (Interim Director Gardner)
  - A. Update on current projects
  - B. Staff Development day plans (Assistant Director Galvan)
  - C. Summer Reading Program wrap-up report (PMD Manager Burns)
  - D. Library Card Signup Month activities (Circulation Manager Scarpelli)
  - E. Social Media Tips (Communications Coordinator Cross)
9. Other Reports
  - A. Friends of the Palatine Library (Friends president or designee)
  - B. Palatine Public Library District Foundation (Trustee Jefferson)
  - C. RAILS (Trustee Brauer)
  - D. Policy Committee (Chair Boland)
    1. Review of proposed revisions to Appendix 10: Schedule of Fines and Fees; Appendix 13: Certain Rules and Restrictions on the Use of Services and Facilities; Appendix 14: Schedule of Loan Periods and Restrictions; and Board Bylaws
10. Closed Session for the purpose of discussion of the appointment, employment, compensation, discipline, performance or dismissal of a specific employee in compliance with 5 ILCS 120/2 (C)(1)
11. Correspondence
12. Unfinished business
13. New business – for announcement, deliberations, and/or discussion only; no official action will be taken
14. Adjournment

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