



**Board of Library Trustees Regular Meeting**  
Board Room, Main Library  
700 N. North Court, Palatine, IL  
August 8, 2018, 7:00 p.m.

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Agenda

1. Call to order
2. Roll call/Trustee requests to attend meeting via electronic means
3. Approval of agenda
4. Introduction of visitors
5. Public comment
6. Liaison reports
  - a. Friends of the Palatine Library (Friends President or designee)
  - b. Palatine Public Library District Foundation (Sherman)
  - c. RAILS (Brauer)
7. Unfinished business
8. New business
  - a. Discussion of Policy 5-7: Investments (Brauer)
  - b. Approval of certification of the Illinois Public Library Annual Report (IPLAR) to the State Library (Jefferson)
  - c. Action on closed session minutes and verbatim recordings (Boland)
  - d. Approval of trustee attendance at ILA Conference Trustee Day, in Peoria, IL on Thursday October 11, 2018, in the amount of \$175 per person (Jefferson)
  - e. Date of October board meeting (Jefferson)
  - f. Resolution of Appreciation for Maureen Galvan (Jefferson)
9. President's report (Jefferson)
  - a. Review of library board advocacy activities
  - b. Potential ILA Liaison
  - c. Strategic Planning – next meeting August 22, 7:00 p.m.

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.

## 10. Director's report

- a. Review of contracts (Beth Schwarz)
- b. American Library Association conference report (Jeannie Dilger and Kristin Sedivy)

## 11. Committee reports

- a. Committee to Review Open and Closed Session Minutes (Boland)
- b. Board Self-Evaluation Committee (Boland)
- c. Policy Committee (Brauer)
- d. Director Evaluation Committee (Jefferson)

## 12. Consent agenda – Matters on the consent agenda will be considered by a single motion and vote because they have already been considered fully by the Board at a previous meeting or have been determined to be of a routine nature. Any member of the Board may request that an item be removed from the consent agenda for separate consideration.

- a. Approval of minutes: Regular Meeting of July 11, 2018 and Special Meeting of July 28, 2018
- b. Financial report and approval of warrant 2019-02 in the amount of \$538,048.39
- c. Resolution 2018-07 to appoint authorized IMRF agent
- d. Resolution authorizing signers on the Library's imprest account
- e. Receipt of semiannual Statement of Receipts and Expenditures (in compliance with 50 ILCS 305/1)
- f. Approval of Hayes Mechanical quote for 9 new heat pumps in the amount of \$44,420.00

## 13. Executive session – The Board of Trustees may decide, by a roll call vote, to convene in executive session if there are matters to discuss confidentially, in accordance with the Open Meetings Act.

- a. Director's Evaluation (Pursuant to 5 ILCS 120/2, Section C1 – evaluation of specific employee)
- b. Six-Month Review of Closed Session Minutes (Pursuant to 5 ILCS 120/2, Section C21)

## 14. Correspondence

## 15. Adjournment

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