



Board of Library Trustees Regular Meeting
Meeting Room 1, Main Library
700 N. North Court, Palatine, IL
January 9, 2019, 7:00 p.m.

Agenda

1. Call to order
2. Roll call/Trustee requests to attend meeting via electronic means
3. Approval of agenda
4. Friends of the Palatine Library tour (Friends Treasurer Cipar or designee)
5. Introduction of visitors
6. Public comment
7. Liaison reports
 - a. Palatine Public Library District Foundation (Sherman)
 - b. Teen Advisory Board (TAB Liaison)
8. Unfinished business
 - a. Discussion of referendum communication (Jefferson and Dilger)
 - b. Schedule of board meetings for 2019 (Jefferson)
 - c. Approval of trustees to attend ILA Legislative Meet Up February 18, 2019, in the amount of \$30 per person (Jefferson)
9. New business
 - a. Approval of trustees to attend ILA Trustee Forum Workshop March 16, 2019, in the amount of \$135 per person (Jefferson)
 - b. Annual review of succession plan (Jefferson)
10. President's report (Jefferson)
 - a. Review of library board advocacy activities
11. Director's report
 - a. Report from advocacy webinar on working with the 116th Congress (Assistant Director Gardner)
12. Committee reports
 - a. Committee to Review Contents of Lock Box (Westhoff)
 - b. Committee to Review Closed Session Minutes (Boland)

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 0: 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.

- c. Board Development Committee (Boland)
 - i. Robert's Rules of Order (Westhoff)
 - d. Director Evaluation Committee (Jefferson)
 - e. Finance Committee (Snyder)
 - f. Policy Committee (Brauer)
13. 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 December 12, 2018
 - b. Financial report and approval of warrant 2019-07 in the amount of \$523,100.69
14. Correspondence
15. 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. Executive Director's Evaluation (Pursuant to 5 ILCS 120/2, Section C1 – evaluation of specific employee)
16. Open session - Action on closed session items
- a. Approval of revised job description for Executive Director
 - b. Approval of Executive Director salary adjustment
17. Adjournment

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