

**MEETING OF THE  
NORTHLAKE PUBLIC LIBRARY DISTRICT  
BOARD OF TRUSTEES**

**Regular Meeting, November 15, 2018  
6:30 P.M.**

**AGENDA**

Call to order, roll call.

Approval of the Agenda

Approval of the Minutes of the Public Hearing of September 20, 2018.

Approval of the Minutes of the Board Meeting of September 20, 2018.

Acceptance of the Library Fund Profit and Loss Report of September 30 and  
October 31, 2018

Acceptance of the Bills Paid (in the amount of \$46,058.85- Sept.- Nov. 2018) / Payable  
(in the amount of \$647,085.72) Report for November 15, 2018

Librarians' Reports for September - November 2018

- a. Building Issues: Alarms, Carpet and Furniture Cleaning, HVAC, Lighting,  
Restroom, Wasps, Misc.
- b. Grants
- c. ILA Presentation
- d. LIRA Insurance Meeting
- e. Long Range Plan Preparations: Studio GC
- f. Staff Changes
- g. Misc.

President's Report

Vice President's Report

**UNFINISHED BUSINESS**

- 1) Swearing in of Trustee (Action)
- 2) Required State FOIA Trustee Training (Informational)
- 3) Job Descriptions (Informational)
- 4) Circulation Policy Revision (Informational)
- 5) Personnel Policy Revisions (Action)
  - a. Tuition Reimbursement

**NEW BUSINESS**

- 6) Financial Audit FY2017-18 (Action)
- 7) Change in May or June Board Meeting Dates for 2019 (Action)
- 8) Approve Staff In-Service Day Awards– Jan. 11, 2019 (Action)
  - a. Service Awards
  - b. Holiday Bonus
- 9) Library Closing Dates for 2019 (Action)
- 10) Trustee Vacancy (Action)
- 11) 2019 Trustee Election Info (Informational)
- 12) 2019 Per Capita Grant Board Requirement (Action))

- a. Webinar- “Libraries and Autism: Why It Matters!”  
<https://www.railslibraries.info/node/117143>
  - b. Veterans History Project
  - c. Reference Policy
- 13) Executive Session: 5 ILCS 120/2 (c)(1): The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel, including hearing testimony on a complaint lodged against an employee or against legal counsel to determine its validity.

**PUBLIC DISCUSSION**

MEMBERS OF THE PUBLIC ARE INVITED TO SPEAK TO THE BOARD. COMMENTS ARE TO BE LIMITED TO THREE MINUTES OR LESS. DUE TO OPEN MEETINGS ACT RESTRICTIONS, ACTIONS MAY NOT BE TAKEN ON ITEMS NOT ALREADY ON THE AGENDA, BUT ACTION MAY BE DEFERRED TO A LATER BOARD MEETING.

**ADJOURNMENT**

The next Board meeting is scheduled for January 17, 2019.

The Northlake Public Library District is subject to the requirements of the Americans with Disabilities Act of 1990. Any individuals who plan to attend and/or participate in the meeting and who require certain accommodations are requested to phone the Director at (708) 562-2301, x 11, at least five working days prior to the meeting. Thank you.

***Originally POSTED: 6:15 p.m., November 13, 2018***