

**MONTHLY MEETING OF THE  
NORTHLAKE PUBLIC LIBRARY DISTRICT**

**Public Hearing**

Budget and Appropriation Ordinance for FY 2017/2018  
Thursday, September 21, 2017  
6:00 p.m.

A public hearing on the Budget and Appropriation Ordinance for Northlake Public Library District for FY 2017 / 2018 will be held at 6:00 p.m. on Thursday, September 21, 2017. The meeting will be held at the library located at 231 North Wolf Road, Northlake, IL.

This hearing will be immediately followed by the regular meeting of the Board of Trustees.

**Regular Meeting, September 21, 2017  
6:30 P.M.**

**AGENDA**

Call to order, roll call.

Approval of the Agenda

Approval of the Minutes of the Board Meeting of August 17, 2017.

Acceptance of the Library Fund Profit and Loss Report of August 31, 2017.

Acceptance of the Bills Paid (in the amount of \$39,814.07- August- September 2017) / Payable (in the amount of \$26,969.22) Report for September 21, 2017.

Librarians' Reports for August- September 2017

- a. Building Issues: Door Locks, HVAC, Lighting, Plumbing issues, Misc.
- b. Copier/Printer
- c. Financial Audit, Sept. 2017
- d. Outreach
  - a. Back to School Event
  - b. Rodeo, 9/3 Stone Park
  - c. Chipotle Fund Raiser, 9/6
- e. New Hires
  - a. Person In Charge List, 9/21/17

President's Report

Vice President's Report

**UNFINISHED BUSINESS**

- 1) Required State FOIA Trustee Training (Informational)
- 2) Board Orientation (Informational)
- 3) Review and Adopt Policy Revisions (Action)
  - a. Personnel Policy
  - b. Board Regulations
- 4) Mission Statement. (Action)
- 5) Updated Job Descriptions. (Action)
- 6) State Annual Report (IPLAR). FY 2016-17 (Informational)
- 7) Accept Audit of Secretary's Minutes (Action)
- 8) Per Capita Grant Requirements (Informational)
  - a. Disaster Webinar
  - b. Trustee Facts File

## **NEW BUSINESS**

- 9) Adult Department Presentation (Informational)
- 10) Intro of New Non-traditional Collection (Informational)
- 11) Accept Estimate of Revenues for Fiscal Year beginning July 1, 2017 and ending June 30, 2018. (Action)
- 12) Adopt Budget and Appropriations Ordinance #17-577 of the Northlake Public Library District for the Fiscal Year beginning July 1, 2017 and ending June 30, 2018. (Action)
- 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 October 19, 2017.

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: 6:00 p.m., September 19, 2017***