



Meeting of the Board of Trustees
12/14/2023 7:00pm
21119 S. Pfeiffer Rd, Frankfort, IL 60423

REGULAR MEETING AGENDA

- 1. Call to Order**
- 2. Pledge**
- 3. Roll Call**
- 4. Introduction of Visitors**
- 5. Public Comment – Agenda Items Only †**
- 6. Minutes for Approval**
 - a. Regular Board Meeting November 16, 2023
 - b. Special Board Meeting November 13, 2023
Motion to approve both the Minutes of the Regular Board Meeting on 11/16/23 and the Special Board Meeting on 11/13/2023.
- 7. Treasurer’s Report – November 2023**
 - a. Review of Bills, MasterCard: November 2023 (Action: Roll Call Vote)
Motion to approve the November Bills.
 - b. Maintenance expenses
 - c. Capital Projects Fund Status
 - d. Expense vs Budget
 - e. Balance sheet: November 2023
- 8. Committee Reports**
 - a. Finance Committee
 - b. Policy & Personnel Committee
 - c. Building & Grounds Committee
 - d. Strategic Plan Committee
- 9. Correspondence**
 - a. Communication from Richton Park Public Library District
- 10. Unfinished Business**
 - a. Building Design Project
 - i. Tentative Proposal
 - b. Funding Building Repair and Replacement Needs
 - i. Available Grants List—Due January
 - ii. Maintenance Checklist—Due January
- 11. New Business**
 - a. Capital Priorities (Action: Roll Call Vote)
Motion to approve the revised Capital Priorities List for FY2023-2024.
 - b. Capital Projects Status Updates
 - i. Reading Room Construction Grant Update
 - ii. Roof Safety Hatch Proposals (Action: Roll Call Vote)
Motion to approve the roof hatch railing proposal from Ridgeworth Roofing in the amount of \$3,950.

- iii. East End Bathroom Ceiling Tile Proposal (Action: Roll Call Vote)
Motion to approve the proposal from D&M Construction Services for a new ceiling system for the East End Bathrooms in the amount of \$4,974 and the proposal from Excel Electric for furnishing and installing new led lighting in the East End Bathrooms in the amount of \$3,450.
- iv. Garage Heater Replacement Proposal (Action: Roll Call Vote)
Motion to approve the proposal to replace the hanging electric garage heater from Excel Electric in the amount of \$2,950.
- v. Floor Box Cover Replacement Proposal (Action: Roll Call Vote)
Motion to approve the proposal to replace broke floor box covers from Excel Electric in the amount of \$1,300.
- vi. Lighting Contactors and Switches Proposal (Action: Roll Call Vote)
Motion to approve the proposal to furnish and install lighting contractors and switches for interior lighting from Excel Electric in the amount of \$11,240.

c. Bond Counsel for Loan Renewal Update

12. Director's Report

13. Public Comment on Library Business in General †

14. Trustee Comment

15. Adjournment

† Appropriate comments from the public will be welcome at the beginning of this meeting, on topics specified on the Meeting Agenda. Appropriate comments from the public will be welcome at the end of this meeting on any subject germane to the Library District. Comments will be strictly limited to 3 minutes during each period and subject to additional limitations set forth in the Public Comment Policy. A complete version of the Public Comment Policy is available upon request.