



**FRANKFORT**  
PUBLIC LIBRARY DISTRICT  
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**Meeting of the Board of Trustees Agenda 02/27/2020 7:00 P.M.**

**Meeting location: Frankfort Public Library 21119 S. Pfeiffer Rd.**

**Frankfort, IL 60423**

**AGENDA**

1. Call to Order
2. Pledge
3. Roll Call
4. Introduction of Visitors
5. Public Comment – Agenda Items Only †
6. Approval of Minutes of the 1/9/2020 Finance Committee meeting  
(Action)

*Please review and send questions prior to meeting*

**Motion to approve the Minutes of the January 9 Finance Committee meeting  
(2<sup>nd</sup>; Discuss; Vote)**

7. Approval of Minutes of the 1/23/2020 regular meeting (Action)

*Please review and send questions prior to meeting*

**Motion to approve the Minutes of the January 23 regular meeting (2<sup>nd</sup>; Discuss;  
Vote)**

8. Treasurer's Report – January, 2020
  - a. Balance sheet January 31, 2020
  - b. Review of Bills, Amazon exp., Visa exp. – January, 2020 (Action)

*Please review and send questions prior to meeting*

**Motion to approve the bills for January, 2019 (2<sup>nd</sup>; Discuss; Vote)**

- c. Profit & Loss vs Last Year (Info)
- d. Maintenance Expense through February 11 vs full year 2018-2019
9. Correspondence
  - e. Response from Lauterbach & Amen to Letter of Concern (Info)
10. Old Business – RFP Feasibility Study
  - f. Published in the Chicago Sun Times 2/14 & 2/17
  - g. Direct solicitation to 8 firms
  - h. Deadline March 15, 2020, Board acceptance of contract March 26, 2020

11. New Business *Please review and send questions prior to meeting*

- i. Personnel Policy – Cannabis adjustments  
(Action)
- j. Public Comment at Meetings Policy  
(Action)
- k. Credit Card Security Policy  
(Action)

12. Librarian's Report

- a. Loan details
- b. Finance procedures

13. Public Comment on Library Business in General †

14. *Executive Session – if necessary*

15. Trustee Comment

16. Adjournment

† Appropriate comments from the public will be welcome at the beginning of this meeting, on any subject germane to the Library District.

Appropriate comments from the public will be welcome at the end of this meeting, exclusively regarding items discussed during this meeting. 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.