



Meeting of the Board of Trustees
2/24/2022 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. Board Meeting January 27, 2022 (Action)
Motion to approve the Minutes of the 1/27/22 Meetings.
7. Treasurer’s Report – January 2022
 - a. Review of Bills, MasterCard, Amazon: January 2022 (Action: Roll Call Vote)
Motion to approve the January 2022 Bills.
 - b. Maintenance expenses
 - c. Line of Credit Status
 - d. Expense vs Budget
 - e. Balance sheet: January 2022
8. Committee Reports
 - a. Finance Committee
 - b. Policy & Personnel Committee
 - c. Building & Grounds Committee
 - i. Review Capital Priorities
 - d. Strategic Plan Committee
 - i. Tentative Strategic Plan Calendar
9. Correspondence
 - a. Contact the Board Correspondence January 2022
 - b. Illinois State Library— Annual Reminder Re: Trustee Changes
10. Unfinished Business
 - a. No Unfinished Business
11. New Business
 - a. Administrative Succession Plan (Action)
Motion to approve the Administrative Succession Plan for unplanned short- or long-term leadership absence.
 - b. Internet Access & Digital Device Policy (Action)
Motion to approve the Internet Access & Digital Device Policy as revised, to be compliant with the Children’s Internet Protection Act.
 - c. Donation Policy/Gifts to the Library Policy (Action)
Motion to approve the Donation Policy, formerly known as the Gifts to the Library Policy, as revised.
 - d. Materials Selection Policy (Action)
Motion to approve the Materials Selection Policy as revised.
 - e. Programming Policy (Action)
Motion to approve the Programming Policy.

f. Employee Handbook: Background Checks (Action)

Motion to approve the amendment to the Employee Handbook requiring background checks for all new employees at the offer stage of the hiring process.

g. Board of Trustees Bylaw Amendment: Electronic Meeting Attendance Amendment

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.