



Meeting of the Board of Trustees
7/28/2022 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 May 26, 2022 (Action)
Motion to approve the Minutes of the 5/26/22 Meetings.
- 7. Treasurer’s Report – May & June 2022**
 - a. Review of Bills, MasterCard, Amazon: May & June 2022 (Action: Roll Call Vote)
Motion to approve the May and June 2022 Bills.
 - b. Maintenance expenses
 - c. Line of Credit Status
 - d. Expense vs Budget
 - e. Balance sheet: June 2022
- 8. Committee Reports**
 - a. Finance Committee
 - b. Policy & Personnel Committee
 - c. Building & Grounds Committee
 - d. Strategic Plan Committee
- 9. Correspondence**
 - a. None
- 10. Unfinished Business**
 - a. Building Assessment Study (Action: Roll Call Vote)
Motion to award the Building Assessment Study contract.
- 11. New Business**
 - a. Non-Resident Library Card (Action)
Motion to participate in the State Library’s non-resident card program for FY22-23 using the General Mathematical Formula fee method and waiving fees for applicants under the age of 18.
 - b. Library Building Maintenance Tax Ordinance (Action: Roll Call Vote)
Motion to approve the Building Maintenance Tax Levy.
 - c. Closed Session Meeting Minutes (Action)
Motion to open certain Closed Session Minutes to the Public and keep still privileged minutes closed.
 - d. Closed Session Recordings (Action)
Motion to approve the destruction of certain closed session meeting recordings older than 18 months.
 - e. Staff Inservice Day on October 14, 2022 (Action)
Motion to close the Library to the public on Friday, October 14, 2022, for an all staff training day.
 - f. Sunday Service Hours

- g. Library Director's Job Description (Action)
Motion to approve the Library Director job description as revised.
- h. Library Donation Wall (Action)
Motion to spend up to \$4000 on the purchase and installation of a donor acknowledgement wall in the Library vestibule.
- i. Policy Review: Reference Services Policy
- j. Policy Review: Race and Equality Policy
- k. Policy Review: Credit Card Security Policy
- l. Standards for IL Public Libraries Review: Ch. 1 & 2: Core Standards and Governance & Administration
- m. Secretary's Audit

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.