



**FRANKFORT**  
PUBLIC LIBRARY DISTRICT  
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**Meeting of the Board of Trustees Agenda 6/25/2020 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 5/21/2020 regular meeting (Action)  
*Please review and send questions prior to meeting*

**Motion 2<sup>nd</sup>; Discuss; Vote**

7. Treasurer's Report – May, 2020
  - a. Balance sheet May, 2020
  - b. Review of Bills, Amazon exp., Visa exp. – May, 2020 (Action)  
*Please review and send questions prior to meeting*

**Motion to approve the bills 2<sup>nd</sup>; Discuss; Vote**

- a. Profit & Loss vs Last Year (Info)
- b. Maintenance Expense YTD
8. Correspondence
9. Old Business (Action)
  - a. Working Budget *Please review and send questions prior to meeting*
    - i Treasurer's Assessment
    - ii May 21<sup>st</sup> Board Adjustments
    - iii Highlighting of savings from loan refinancing
      - 1 Original estimate of savings
      - 2 Actual P&I cost
  - b. Administration of loan proceeds (Action)
    - i Board approval for proposals
    - ii Owner's statement to Old Plank Trail Comm Bank form to Bank VP for validation
    - iii Check cut from proceed funds to pay vendor, signed by two check signers

- c. Building Assessment Priority List (Info)  
Review of priorities from February Board meeting guiding application of loan money.

10. NEW BUSINESS

- a. Current Proposals for funding by loan proceeds (Action)

- i Sealing, Restriping parking lot & repair of storm sewer

**Motion to approve the proposal for Sealing, Restriping parking lot & repair storm sewer from Blackmagic for \$11,483 (2<sup>nd</sup>; Discuss; Vote)**

- ii Renew bid for East End roof replacement

Low Bid contractor from September, 2019 accept contract?

**Motion retain the services of Juris & Assoc. to renegotiate Sept. low bid contractor (Adler) to replace the east end roof for \$1,250 (2<sup>nd</sup>; Discuss; Vote)**

- iii Soffit repair

**Motion to approve the proposal for repair of West End ceiling from JMC Const. for \$1,300.00 (2<sup>nd</sup>; Discuss; Vote)**

- iv Circulation Wall

**Motion to approve the proposal building wall enclosing back circ from JMC Const. for \$2,310.00 (2<sup>nd</sup>; Discuss; Vote)**

- b. Trustee Sabbatical Protocol
  - i Virtual / phone attendance
  - ii Voting
- c. Citizens Committee Mentoring
  - i Pair ups

11. Librarian's Report

- i Touchless Pickup Report
- ii June 29 Opening process

12. Public Comment on Library Business in General †

13. Executive Session – if necessary

14. Trustee Comment

15. Adjournment

† Appropriate comments from the public will be welcome at the beginning of this meeting, exclusively regarding items listed on the 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.