



**FRANKFORT**  
PUBLIC LIBRARY DISTRICT  
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**Meeting of the Board of Trustees**  
**10/26/2023 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 September 28, 2023
  - b. Truth in Taxation Public Hearing September 28, 2023  
*Motion to approve the Minutes of both the Regular Board Meeting on 9/28/23 and the Truth in Taxation Public Hearing on 9/28/23.*
- 7. Fiscal Year 2022-2023 Audit**
  - a. Presentation of the FY 2022-2023 Financial Audit—Illinois NFP Audit & Tax, LLP. (Action Roll Call Vote)  
*Motion to accept the FY 2022-2023 Annual Audit.*
- 8. Treasurer’s Report – September 2023**
  - a. Review of Bills, MasterCard: September 2023 (Action: Roll Call Vote)  
*Motion to approve the September Bills.*
  - b. Maintenance expenses
  - c. Capital Projects Fund Status
  - d. Expense vs Budget
  - e. Balance sheet: September 2023
- 9. Committee Reports**
  - a. Finance Committee
  - b. Policy & Personnel Committee
  - c. Building & Grounds Committee
  - d. Strategic Plan Committee
- 10. Correspondence**
  - a. None
- 11. Unfinished Business**
  - a. Building Design Project
- 12. New Business**
  - a. Personnel Policy: General Paid Leave (Action)  
*Motion to approve the new General Paid Leave section of the Employee Handbook, to comply with the Illinois Paid Leave for All Workers Act.*
  - b. Personnel Policy: Time off Requests (Action)  
*Motion to amend the Employee Handbook to add new Time Off Request procedures, to comply with the Illinois Paid Leave for All Workers Act.*
  - c. Personnel Policy: Sick Leave (Action)  
*Motion to amend the Sick Leave section of the Employee Handbook, to comply with the Illinois Paid Leave for All Workers Act.*
  - d. Standards for IL Public Libraries Review: Ch. 12-13

**13. Director's Report**

**14. Public Comment on Library Business in General †**

**15. Trustee Comment**

**16. 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.