

AGENDA
 PARK RIDGE PUBLIC LIBRARY
 20 S. Prospect Avenue, Park Ridge, IL 60068
 Regular Meeting of the Board of Trustees held in the City Hall Council Chambers
 505 Butler Place, Park Ridge, IL – Tuesday, June 20, 2017 at 7:00 p.m.

1. Call to Order and Roll Call

2. CONSENT AGENDA

* All items listed with an asterisk are considered routine by the Library Board and will be enacted by one motion. There will be no discussion of those items unless a Board member so requests, in which event the item will be removed from the general order of business and considered in its normal sequence on the agenda.

*3. Approval of Minutes of Regular Meeting of May 16, 2017

4. Comments from the General Public (Non-agenda items)

5. Secretary's Report

A. Communications

6. Treasurer's Report

*A. a. Approval of Bills Payable-Warrant Register for Period 13, May 26, 2017

	Library Fund Warrants	\$ 67,482.36
	Payroll	\$ 110,896.97
	Grant Fund	\$ 0.00
	Technology Replacement Fund	\$ 0.00
	North Suburban Digital Consortium	\$ 0.00
	Library Restricted Fund	<u>\$ 0.00</u>
	Total	\$ 178,379.33

b. Approval of Bills Payable-Warrant Register for Period 1, May 31, 2017

	Library Fund Warrants	\$ 127,312.33
	Payroll	\$ 82,509.87
	Grant Fund	\$ 0.00
	Technology Replacement Fund	\$ 4,297.17
	North Suburban Digital Consortium	\$ 1,201.00
	Library Restricted Fund	<u>\$ 22,988.49</u>
	Total	\$ 238,308.86

*B. Per Capita Grant Report for May 2017

*C. Technology Replacement Fund Summary Report for May 2017

*D. Library Gift Fund Report for May 2017

a. Approval for payment from the Restricted Fund, \$13,550.00

*E. Year to Date Budget Report for May 2017

*F. Fines & Fees Revenue History

7. Library Director's Report

A. Statistical Reports – Monthly Statistics for May 2017

B. Narrative

8. Committee Reports

A. Planning & Operations

a. Motion to approve the revised Library Board of Trustees Bylaws as presented

b. Motion to approve the quote from Trend Graphics, 10901 Union Special Plaza, Suite 117C, Huntley, IL 60142 in the amount of \$12,228.00 for *Printing and Mailing the Library Newsletter* for one year

B. Communications & Development

C. Library Resources – No meeting

D. Building & Grounds

E. Budget & Finance

a. Motion to approve Policy IA1, *Purchasing Policy* as revised

b. Motion to approve Policy IA1a, *Payments for Goods and Services* as revised

F. Personnel

a. Motion to accept and approve Library Director Janet Van De Carr's notification of retirement

b. Resolution recognizing Janet Van De Carr

c. Discussion of search for new Library Director

9. Friends of the Library Report

10. Unfinished Business

11. New Business

12. Adjournment

THE PARK RIDGE PUBLIC LIBRARY will provide reasonable auxiliary aids or services necessary to afford an individual with a disability an equal opportunity to participate in all services, programs and facilities. Persons requiring assistance are requested to notify the Library of their needs well in advance to provide sufficient time for the Library to make an accommodation. Requests for accommodation should be made to the Administration Department at the Park Ridge Public Library, 20 S. Prospect, Park Ridge, IL 60068, 847-825-3123, TTY 847-825-8217.