

BARTLETT PUBLIC LIBRARY DISTRICT

BOARD OF TRUSTEES AGENDA

November 18, 2019 7:00 p.m.

**Location: Meeting Room, Bartlett Public Library District
800 S. Bartlett Road, Bartlett, IL 630-837-2855**

CALL TO ORDER

ROLL CALL: Olsen, Deyne, DeSmidt, Sias, Hopkins, Bucaro, and Barry.

TOWN HALL:

Appropriate comments from the public will be welcome at the beginning of this meeting, on any subject germane to the Library District. Appropriate comments will be welcome at the end of the meeting, exclusively regarding items discussed during this meeting. Comments will be strictly limited to three 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.

CONSENT AGENDA

1. Items to be included in Consent Agenda
 - a. Minutes from the October 21, 2019 Committee of the Whole Meeting
 - b. Minutes from the October 21, 2019 Board Meeting
 - c. Approval of Bill List: November 18, 2019
 - d. Approval of Transfer of Funds: November 18, 2019
 - e. Review of Financial Report: October 31, 2019
 - f. Designation of Two Trustees for Monthly Bill Approval (Hopkins, DeSmidt)
2. Consideration of item(s) withheld for separate action (If any)
3. Consent Agenda Approval (Roll call vote)

CORRESPONDENCE:

Memo from Library Attorney regarding deadline for filing tax levy documents with the county.
Thank you letter from Representative Sean Catsen for providing the MeetingRoom for his town hall meeting.

REPORTS, QUESTIONS AND ANSWERS: President and Trustees

REGULAR AGENDA

ACTION ITEMS:

1. Minute Selection (Condensed/Lengthy Version)
2. Travel Reimbursement Approval
3. Fixed Asset Policy
4. Fund Balance Policy
5. Password Policy

Any person needing an accommodation for a disability in order to attend a meeting at the Library should contact the Administration Office at adacoordinator@bartlettlibrary.org, (630) 837-2855, or in writing, not less than five working days prior to the meeting.

DISCUSSION ITEMS:

1. Request for Qualifications
2. Human Resources Update
3. TIF District Joint Review Board Meeting
4. Going Fine Free
5. Illinois Library Association Conference (Recap)
 - a. open.gov software
 - b. Marketing Opportunities
6. Hinckley Public Library Trustee Training
7. Library Capital Needs and Funding Sources - Looking to the Future
8. Alzheimer's and Dementia Kits (Presentation)
9. Author Event
10. Patron Appreciation Week
11. ILA Trustee Forum Board Meeting
12. Census Update
13. Per Capita Update
14. Foundation Update
15. Friends Update
16. Chamber/Rotary Holiday Lunch
17. Coffee with the Trustees
18. Upcoming Meetings and Events

TOWN HALL:

Appropriate comments from the public will be welcome at the beginning of this meeting, on any subject germane to the Library District. Appropriate comments will be welcome at the end of the meeting, exclusively regarding items discussed during this meeting. Comments will be strictly limited to three 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.

ADJOURNMENT:

Any person needing an accommodation for a disability in order to attend a meeting at the Library should contact the Administration Office at adacoordinator@bartletlibrary.org, (630) 837-2855, or in writing, not less than five working days prior to the meeting.