

BARTLETT PUBLIC LIBRARY DISTRICT

BOARD OF TRUSTEES AGENDA

December 16, 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 November 18, 2019 Board Meeting
 - b. Approval of Bill List: December 16, 2019
 - c. Approval of Transfer of Funds: December 16, 2019
 - d. Review of Financial Report: November 30, 2019
 - e. Designation of two Trustees for Monthly Bill Approval (Hopkins, Olsen)
 - f. Travel Reimbursement Approval (None)
2. Consideration of item(s) withheld for separate action (If any)
3. Consent Agenda Approval (Roll Call Vote)

CORRESPONDENCE: Thank You Card from Library Intern Amanda Gross

REPORTS, QUESTIONS AND ANSWERS: President and Trustees

REGULAR AGENDA

ACTION ITEMS:

1. Request for Qualifications (Roll Call Vote)
2. Compromise of Computer Systems (Discussion Only)
3. 2020 Per Capita Grant Application (Roll Call Vote)
4. Loan Periods, Renewals, and Fine Policy (Roll Call Vote)
5. Password Policy (Roll Call Vote)
6. Policy Prohibiting Harassment, Discrimination, and Retaliation (Roll Call Vote)
7. Drug Free and Alcohol Free Workplace Policy (Roll Call Vote)
8. Credit Card Policy (Roll Call Vote)
9. Designation of two Trustees to review the past six months of the Library Board Meeting Minutes
10. After Hours Event April 24, 2020 (Approval)

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. Zero Based Budgeting
2. Patron Appreciation Week
3. Census Update
4. IMRF Fund Rate
5. Program Paper Example
6. Coffee with the Trustees
7. Legislative Lunch
8. Spring Trustee Forum
9. Foundation Update
10. Friends Update
11. Upcoming Meetings and Events

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ADJOURNMENT:

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