

**BARTLETT PUBLIC LIBRARY DISTRICT**  
**REGULAR BOARD MEETING**  
**AGENDA**  
**August 21, 2023 7:00 p.m.**  
**Meeting Room**  
**800 S. Bartlett Road, Bartlett, IL 630-837-2855**

CALL TO ORDER

ROLL CALL: Olsen, DeSmidt, Boyer, Sias, Barry, Bucaro, and Deyne

**PLEDGE OF ALLEGIANCE**

**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 June 19, 2023 Committee of the Whole Meeting
  - b. Minutes from the July 17, 2023 Regular Board Meeting
  - c. Approval of Bill List: August 21, 2023
  - d. Designation of Two Trustees for September Monthly Bills Approval (Barry, Sias)
  - e. Travel Reimbursement Approval (None)
2. Consideration of item(s) withheld for separate action (If any)
3. Consent Agenda Approval (Roll call vote)

**REPORTS, QUESTIONS, AND COMMENTS: President and Trustees**

**AGENDA**

**ACTION ITEMS**

1. Fire Sprinkler Replacement Project-John Shales (Shales McNutt Construction) (Roll Call Vote)
2. Review of July 31, 2023 Financial Report and Monthly Transfers (James Howard-Governmental Accounting)
3. Approval of Tentative Budget & Appropriation Ordinance 2023-2 (Roll Call Vote)
4. Establish date and time of Public Hearing concerning Budget & Appropriation Ordinance 2023-2 (Roll Call Vote)
5. Approval of Chief Fiscal Officers Statement of Estimated Revenue (Roll Call Vote)
6. Approval of Statement of Cash Receipts and Disbursements (Treasurer's Report) (Roll Call Vote)
7. Approval of Annual Report (IPLAR) (Roll Call Vote)
8. Market Benchmarking Analysis & Structure Development Project through HR Source (Roll Call Vote)

The Bartlett Public Library District is subject to the requirements of the American with Disabilities Act of 1990. Individuals with disabilities who plan to attend a library meeting and who need certain accommodations in order to allow them to observe and/or participate in that meeting, or who have questions regarding the accessibility of the meeting or the facilities, are requested to contact 630-837-2855 promptly to allow the Bartlett Public Library District to make reasonable accommodations for those persons.

9. Job Description Revision Project through HR Source (Roll Call Vote)
10. Concrete Repair Quotes (Roll Call Vote)
11. Organizational Chart (Roll Call Vote)
12. 7/18/22 Executive Session Minutes (Roll Call Vote)

### **DISCUSSION ITEMS**

1. HR Source Hiring Consultant
2. Adult Volunteers
3. Library Director and Assistant Director/Public Relations Manager Job Descriptions

### **DIRECTORS REPORT INFORMATIONAL ONLY**

1. 2023 Illinois Library Association Conference
2. Memo from Roger Ritzman Library Attorney regarding B & A Deadlines
3. Friends Update
4. Foundation Update

### **NEW BUSINESS**

### **TOWN HALL**

### **ADJOURNMENT**