



Agenda

Board of Trustees Regular Meeting
Tuesday, October 17, 2023 at 7:00 PM
Room A
801 S. School Avenue
Matteson, Illinois, 60443

THIS MEETING IS OPEN TO THE PUBLIC

If you anticipate needing any type of accommodations or have questions about the physical access provided, please call (708) 748-4431 in advance of your participation or visit.

Items that are not listed on the agenda are for discussion only.

1. **Call to Order**
Our Mission: The library enables discovery, engages imagination, inspires innovation, and connects with our community.
Theme: Visioning as a Board the Library of the Future
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Opportunity for Public Comment**
5. **Consent Agenda: ROLL CALL VOTE REQUIRED**
All items on the Consent Agenda are considered routine in nature and will be enacted in one motion. There will be no separate discussion of these items unless a Board member so requests, in which event, the item will be removed from the Consent Agenda and considered before the Active Agenda segment begins.
 - 5.1 Approval of the Agenda for October 17, 2023
 - 5.2 Approval of Minutes for the Regular Board Meeting September 19, 2023
6. **Items removed from the Consent Agenda**
7. **Youth Services Presentation**
8. **Consideration of Financial Reports and related Financial Concerns**
 - 8.1 Motion to approve September disbursements of **\$104,177.55** for operating invoices, and **\$143,252.98** for payroll related expenses, for a total disbursement of **\$247,430.53**.
 - 8.2 Other
9. **Presentation on the Tax Levy Request and Investments**
10. **Director and Assistant Director's Report**
 - 8.1 Strategic Plan Update
 - 8.2 Staff Updates
 - 8.3 Author Fair
 - 8.4 Black History Month
 - 8.5 Programs
 - 8.6 Other

11. President's Report

- 9.1 Student Trustee Representatives
- 9.2 Trustee Orientation (**Board Policy Manual 2.10-Student Trustees Representatives will be included**)
- 9.3 New feature possibly on web site—About your trustees
- 9.4 BoardDocs-meeting Management software/Date and Time
- 9.5 Other

12. Open Items

13. New Business

- 13.1 A motion to approve the appointment of Angela Brummel to fill the vacancy for the Matteson Public Library District Board of Trustees until the next Consolidated General Election in April, 2025. (**Board Policy Manual-2.5 Board Eligibility and Qualifications**)-If appointment is approved by the full board the swearing in of the new trustee will follow immediately.
- 13.2 A motion to introduce and Table Tax Levy Ordinance 2023-4
- 13.3 A motion to hire Studio GC to provide architectural services in connection with the interior renovation project consistent with its June 30, 2023 fee proposal and to authorize the board president to execute all related contracts and documents subject to library district attorney review
- 13.4 A motion to hire Hayes Mechanical to replace compressor #1 at a cost not to exceed \$26,500.

14. Committee Updates/Upcoming meetings

15. Correspondence

16. Next Month Meeting (Possible Agenda Items)

- 16.1 Annual Presentation on Crisis Plan (TBD) Board Policy 4.6
- 16.2 Customer Service Presentation
- 16.3 Auditor Report
- 16.4 New Trustee Orientation-November 1st or 2nd
- 16.5 Reminder that the Board of Trustees Regular meeting for **November** and **December** will be on the second Tuesday of the month.
- 16.6 Recommendation from the Finance Committee
- 16.7 Any other suggested items

17. Adjournment

CHECK SIGNING SCHEDULE

Oct. 17	Temitope Babayode	Donna Brumfield	Jonathan Currin
Nov. 7	Howard Hunigan	Andrea Williams	Beverly Coleman

Trustees who will be out of town during the next month should notify the library's Administrative Office and provide their contact information.