



Agenda

Board of Trustees Regular Meeting
Tuesday, September 19, 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 September 19, 2023
 - 5.2 Approval of Minutes for the Regular Board Meeting of August 15, 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 August disbursements of **\$72,640.05** for operating invoices, and **\$196,868.21** for payroll related expenses, for a total disbursement of **\$269,508.26**.
 - 8.2 Other
8. **Director and Assistant Director's Report**
 - 8.1 Library Card Sign-Up Month-September
 - 8.2 Economic Development Breakfast
 - 8.3 Secretary of State Press Conference

- 8.4 Building & Grounds-update (**Chair**)
- 8.5 Summary of Insurance Coverage-Cook & Kocher (**Board Policy 4.1:Risk Management**)
- 8.6 Illinois Library Association (ILA) Conference & Membership
- 8.7 Other

9. President's Report

- 9.1 Student Trustee Representatives
- 9.2 Library Trustee Vacancy-tentative October approval
- 9.3 Secretary Minutes-Audit-completed
- 9.4 Finance Committee review Tax Levy Request and Working Budget
- 9.5 BoardDocs-meeting Management software
- 9.6 Board Retreat-emphasis on Library Finances
- 9.7 Board Policy Manual 9.8 Naming of Library Facilities
- 9.8 New rescued boxes in case of emergency
- 9.9 Liability Quote Correction (**Board Policy 4.1 Risk Management**)

10. Open Items

- 10.1

11. New Business

- 11.1 Motion to amend- Matteson Area Public District Board of Library Trustees By-Laws Article IV Meetings -Section 9 **Telephone Conferencing** title to change to **Electronic Meeting Attendance**
- 11.2 Motion to amend-Matteson Area Public District Board of Library Trustees By-Laws Article IV Meetings Section 9 C and add **(4) Unexpected childcare obligation.**
- 11.3 Motion to approve Budget and Appropriation Ordinance No. 2023-2
Public Hearing was held on Tuesday August 15, 2023

12. Committees Updates

13. Correspondence

14. Next Month Meeting (Possible Agenda Items)

- 13.1 Introduce/Table Tax Levy Request
- 13.2 Customer Service Presentation
- 13.3 Any other suggested items

15. Adjournment

CHECK SIGNING SCHEDULE

Sept 19	Jonathan Currin	Temitope Babayode	Donna Brumfield
Oct 3	Beverly Coleman	Howard Hunigan	Andrea Williams

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