



Messenger Public Library Board of Trustees | Meeting Agenda
Thursday, January 12, 2016 | 7:00 p.m. | Library Conference Room

- I. Call to Order/Roll Call**
- II. Approval of Meeting Minutes**
 - a. Board Meeting – December 8, 2016
- III. Public Comments**
- IV. Treasurer’s Report**
- V. Library Administrators and Departmental Staff Reports**
 - a. Library Administrator’s Report
 - 1) West Wing Renovation Project Update as of January 11, 2017
 - 2) Succession Plan Update Progress Report
 - 3) Disaster Plan Update Progress Report
 - 4) FY2018 Budget Planning Schedule for Board COW Meetings March April
 - b. Administrative Assistant’s Report
 - c. Library Department Heads Report
- VI. Communications**
 - a. Library Board President
 - b. Correspondence
- VII. Committee of the Whole Reports**
 - a. Operations Committee of the Whole
 - b. Planning Committee of the Whole
- VIII. Unfinished Business**
- IX. New Business**
 - a. Approval – (*For Auditing Purposes*) – West Wing Renovation Project – L.J. Morse Construction Co. – Project Payments #2 and #3 – Totaling - \$ 165,471.27* and Approval – (*for Auditing Purposes*) - Resolutions #1 & #2 2017 for transfer of funds totaling - \$165,471.27 from Illinois Funds Reserve Account to Old Second Checking Account:
 - 1. Approval - Payment #2 - \$ 131,754.12* (*Paid 12/15/2016*)
 - 2. Approval - Payment #3 - \$ 33, 717.15* (*Paid 12/31/2016*)
 - 3. Approval - Resolution #1- 2017 – Authorization of the Transfer of Funds – From Reserve Account to Checking Account for Payment #2 (\$ 131, 754.12) Morse Construction Co. West Wing Renovation Project Expenses and Payments
 - 4. Approval - Resolution #2 – 2017 Authorization of the Transfer of Funds – From Reserve Account to Checking Account for Payment #3 (\$ 33, 717.15) - Morse Construction Co. West Wing Renovation Project Expenses and Payments.
 - b. Approval – (*For Auditing Purposes Only*) –Boiler Replacement Project – Oakbrook Mechanical Systems
 - 1. Final Payment \$ 3,749.00 (*Paid 12/31/2016*)
 - 2. Approval Resolution - # 3-2017 – Resolution to move funds from Reserve Account to Checking Account for Final Payment - \$ 3,749.00 to Oakbrook Mechanical Systems. (*Money Transferred 12/30/2016*)
 - c. Review of Closed Meeting Minutes June to December 2016 and Taped Sessions Retention and Destruction. Per Illinois State Statutes Open Meeting Act 5 ILCS 120/2.06(d)
- X. Trustee Comments**
- XI. Adjournment**