



Messenger Public Library Board of Trustees | Meeting Agenda
Thursday, April 13, 2016 | 7:00 p.m. | Library Conference Room

- I. Call to Order/Roll Call
- II. April 4, 2017 State of Illinois / Kane County Consolidated Municipal/Village Election
 - a. Review of Election Results for Messenger Public Library Board of Trustees
 - b. Swearing-in of Trustees - Four Year Term of Office – (May 2017 - April 2021)
- III. Additions or changes to the Agenda
- IV. Approval of Meeting Minutes
 - a. Board Meeting - March 9, 2017
 - b. Committee of the Whole Planning Meeting - March 30, 2017
- V. Public Comments
- VI. Treasurer's Report
- VII. Library Administrator and Departmental Reports
 - a. Administrative Assistant Report
 - b. Other Departmental Reports
- VIII. Communications
 - a. Library Board President
 - b. Correspondence
- IX. Committee of the Whole Reports
 - a. Operations Committee of the Whole
 - b. Planning Committee of the Whole - March 30, 2017 FY 2018 Budget
- X. Unfinished Business
- XI. New Business
 - a. Approval – Trustee Travel – American Library and Illinois Library Association National Library Legislative Day May 1st to 2nd 2017 – Expenditure of up to \$600 allowance – Event registration / travel / food expenses.
 - b. Approval – FY 2018 (June 1, 2017 to May 31, 2018) - Staff Salary Schedule – 1.85% Benchmark Adjustment & Merit Pay Range of Increases up to 3%.
 - c. Review – LED Parking Lot and Driveway Replacement Project – Separate Bid with Village of North Aurora LED Street Lighting Project
 - d. Approval – Letter of Engagement – FY 2017 Audit – Sikich LLC
 - e. Approval – Midco Co. – Two Year Maintenance Service Agreement \$ 7,890 – 2017/18 & 2018/19 – Security Camera and Alarm Systems (hardware/software)
 - f. Approval - West Wing Renovation Project Change Orders and Payment Application #6 [For Auditing Purposes]:
 1. L.J. Morse Construction Co. – Change Orders – Numbers 5 – Expenditure from the Floor Preparation Contingency Allowance Amount of \$5,000 - \$ 1,775.00.
 2. L.J. Morse Construction Co. – Change Orders – Numbers 6 & 7 – Expenditures from the General Contingency Amount of \$50,000. #6= \$665.00 (Additional painting & Addition of 2 fire sprinklers) and #7 = \$420.90 (Duct Sealant HVAC Vents)
 3. L.J. Morse Construction Co. – West Wing Renovation Project – Payment Application No. 6 - \$ 62,538.44 & Resolution 08-2017 – Transfer Money from Illinois Funds Reserve Account in same amount to Library Old Second Bank Checking Account - *(Paid and money transferred March 31, 2017 Invoice Period)*
- XII. Trustee Comments
- XIII. Adjournment of Regular Board Meeting
- XIV. Executive Closed Session - Illinois Open Meetings Act -
5 ILCS 120/2(c) (1) - Employment / Appointment Matters and & 5 ILCS 120/2(c) (11) – Litigation.
 - a. Adjournment of Regular Board Meeting
 - b. Executive Closed Session:
 1. Update and Settlement of Tax Objection Cases: Kane County Dockets:
#2013 TX 238 - #2015 TX 166 - #2016 TX 131
 2. Library Administrator's Annual Evaluation.
 - c. Adjournment of Executive Session – Close of Board Meeting for Evening.

Upcoming Meeting Reminders:

- Thursday, April 27, 2017 - 7:00 p.m. - C.O.W. Planning Meeting - Final Discussion - FY 2018 Budget
 - Thursday, May 11, 2017 -7:00 p.m. – Board of Trustee Meeting