



**Messenger Public Library Board of Trustees | Meeting Agenda
Thursday, June 8, 2017 | 7:00 p.m. | Library Conference Room**

- I. Call to Order/Roll Call
- II. Additions or changes to the Agenda
- III. Approval of Meeting Minutes
 - a. Board Meeting – May 11, 2017
 - b. Committee of the Whole - Planning Meeting Minutes June 1, 2017
 - c. Committee of the Whole - Planning Meeting - Closed Meeting Minutes — Illinois Open Meeting Act - Employee Matters – June 1, 2017
- IV. Public Comments
- V. Treasurer’s Report
- VI. Library Administrator and Departmental Reports
 - a. Library Administrator’s Report
 - b. Administrative Assistant’s Report
 - c. Other Departmental Reports
- VII. Communications
 - a. Library Board President
 - b. Correspondence
- VIII. Committee of the Whole Reports
 - a. Operations Committee of the Whole
 - b. Planning Committee of the Whole – June 1, 2017
- IX. Unfinished Business
 - a. Update – \$ 4,200 - Utility Dynamics Corporation Oswego, Illinois - Village of North Aurora LED Street Lighting Project Replacement Project – Low Bidder for Library Alternate Bid - Parking Lot & Driveway Lighting Fixture Replacement.
- X. New Business
 - a. Approval – Salary and Benefits Adjustment Plan for Library Staff - Merit pay increases per staff evaluation of up to 3% effective as is per policy on June 1st, 2017 and a 1.85% Salary adjustment July 1, 2017.
 - b. Review / Possible Approval – Personnel Policy Manual - New Revised Salary Administration Policy
 - c. Approve –Operational Policy – Revised - Meeting Room Reservation and Use Policy
 - d. Approval – RAILS Library System MAGIC to SWAN Computer Consortium Migration Grant - \$ 5,056.36 – Local Area Network Upgrades
 - e. Approval – RAILS Library System – Library Participation - Non-Resident Library Card Program – June 1, 2017 to May 31, 2018.
 - f. Approval – Trustee Expenses – Up to \$ 300 – American Library Association 2017 Annual Conference in Chicago – June Trustee Corinn Sparks – Event registration / transportation/ food expenses.
- XI. Trustee Comments
- XII. Executive Closed Session - Illinois Open Meetings Act -
5 ILCS 120/2(c) (1) - Employment / Appointment Matters
Adjournment of Regular Board Meeting
 - a. Executive Closed Session Topic:
 1. Review Leave of Absence Request for Employee.
 - b. Adjournment of Executive Session – Open Regular Board Meeting for Adjournment.
- XIII. Adjournment of Regular Library Board Meeting