



**Messenger Public Library Board of Trustees | Meeting Agenda**  
**Thursday, September 14, 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 Minutes August 10, 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
- IX. Unfinished Business
- X. New Business
  - a. Approve – Resignation - Trustee Justin Kline - Effective September 1, 2017
  - b. Approve – Resolution 11-2017 - Prevailing Wage Compliance - State of Illinois Kane County Illinois
  - c. Review – Revised – Library Patron Behavior Policy – Library Operations Manual
  - d. Review – Per Capita Grant FY 2018 Application Requirements – Due Jan. 15 2018.
  - e. Review – Per Capita Grant FY 2018 Application Requirement – Review - Chapter 12 'Safety' – Serving Our Public 2.0 – Illinois State Library Standards
  - f. Review – Goals FY 2018 – 1<sup>st</sup> Quarter June to August 2017
- XI. Trustee Comments
  - a. Discuss Library Trustee Article – Library Hotline
  - b. Per Capita Grant FY 2018 Application Requirement Distribute for Discussion - October 12<sup>th</sup> Board Meeting -- Review of Chapters 1 to 5 of Illinois Library Trustee Fact File
- XII. Closed Session Meeting of Board  
*Adjournment of Regular Session to Open Closed Session to discuss:*
  - a. Employee Matters - Illinois Open Meeting Act: ILCS 120/2 (c) (1)
  - b. Deliberations to Fill Trustee Vacancy - Illinois Open Meetings Act: ILCS 120/2 (c) (3)*Return to Open Session Following Adjournment of Closed Session*
- XIII. Approval - Closed Session Matters Discussed :
  - a. Approval - Appointment of Person to Fill Trustee Vacancy
- XIV. Adjournment of Regular Library Board Meeting