



**Messenger Public Library Board of Trustees | Meeting Agenda**  
**Thursday, November 9, 2017 | 7:00 p.m. | Library Conference Room**

- I. Call to Order/Roll Call
- II. Additions or changes to the Agenda
- III. Presentation & Approval – FY 2017 Financial Report and Audit – Brian LeFevre – Sikich
  - a. Approval – FY 2017 Annual Audit and Financial Report and Illinois State Comptroller Annual Report Filing of FY 2017 Audit
- IV. Approval of Meeting Minutes
  - a. Board Meeting Minutes October 12, 2017
  - b. Committee of the Whole Meeting Minutes November 2, 2017
- V. Public Comments
- VI. Treasurer’s Report
- VII. Library Administrator and Departmental Reports
  - a. Library Administrator’s Report
  - b. Administrative Assistant’s Report
  - c. Other Departmental Reports
- VIII. Communications
  - a. Library Board President
  - b. Correspondence
- IX. Committee of the Whole Reports
  - a. November 2, 2017 Committee Meeting
- X. Unfinished Business
- XI. New Business
  - a. Approve – Closing – Property Tax Deposit/CDARS Account with Old Second Bank
  - b. Approve – North Aurora Landscaping Snow Plowing 3- Year Service Contract Renewal Winter – Starts November 1, 2017 for Snow Seasons -2017/18, 2018/19 and 2019/20
  - c. Landscaping Improvements Fall 2017 Update
  - d. Review – Per Capita Grant FY 2018 Application Requirement – Illinois State Library Literacy Services
  - e. Approve – Operational Policy Manual – Revised Policy - Computer and Internet Use
  - f. Approve – Operational Policy Manual – New Policy – Use and Philosophy Behind – Library Display Cabinets and Bulletin Board Policy
  - g. Approve – Operational Policy Manual - Reaffirmation of Library Support – American Library Association’s Library Bill of Rights and Librarian Ethics Statement
  - h. Approval – 2018 Library Board Meeting Dates
  - i. Approve - 2018 Library Holiday and Closing Dates
  - j. Discussion - Long Range Plan Processing Planning – FYs – 2019/2020/2021
  - k. Review - MAGIC to SWAN Library Cooperative Consortium Migration Process and Patron Services Impact - Starting May 1, 2018
- XII. Trustee Comments
  - a. Trustee Secretary Sparks – Report - ILA Annual Conference – October 12, 2017
- XIII. 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) – Employee Leave of Absence Review of Return to Work December 12 2017*Return to Open Session Following Adjournment of Closed Session*
- XIV. Adjournment of Regular Library Board Meeting