



**Messenger Public Library Board of Trustees | Meeting Agenda
Thursday, December 8, 2016 | 7:00 p.m. | Library Conference Room**

- I. Call to Order/Roll Call**
- II. Approval of Meeting Minutes**
 - a. Board Meeting – November 10, 2016
- III. Public Comments**
- IV. Treasurer’s Report**
- V. Library Administrators and Departmental Staff Reports**
 - a. Library Administrator’s Report
 - 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. Ad Hoc Building Committee – West Wing Renovation Project
 - b. Operations Committee of the Whole
 - c. Planning Committee of the Whole
- VIII. Unfinished Business**
 - a. Discussion – Administrative Decision to Cease Selling of Garbage Stickers / U.S. Postage Stamps Sales Service to Library Patrons – Effective December 31, 2016
 - b. Planning Update - 80th Anniversary of Library’s Founding - 1937 – 2017
- IX. New Business**
 - a. Approval – Annual Per Capita Grant Application FY 2017 (Filing by January 15, 2017) – Illinois State Library – Secretary of State Office.
 - b. Approval – (*For Auditing Purposes Only*) – West Wing Renovation Work – Change Order – Phase 1 & Phase 2 – Signage – ASI Signage Innovations Inc. of Chicago, Illinois – Original Contingency Amount of Bid - \$ 35,000 – Change Amount \$24,741 – Signage System Contingency Balance \$10,259.00.
- X. Trustee Comments**
- XI. Adjournment**

