



Messenger Library Board of Trustees | Meeting Agenda  
Thursday, January 11, 2024 | 7:00 p.m. | Library Conference Room

**Meeting Notice**

The regular monthly Board meeting of the Messenger Public Library Board of Trustees will be held on January 11, 2024, at 113 Oak Street in North Aurora, Illinois, 60542. This meeting is open, and members of the public are welcome to attend. Any person who has a disability requiring accommodation to participate in this meeting should contact the Library during regular business hours within 48 hours before the meeting. Requests for a qualified interpreter require three working days advance notice.

**Pandemic Meeting Notice:** Due to the governor's ongoing concern and emergency declaration, this meeting is offered as a hybrid option for safety and health. A quorum will be on-site.

**Zoom Info**

Messenger Library is inviting you to a scheduled Zoom meeting.

Topic: January BOT Meeting

Time: Jan 11, 2024 07:00 PM Central Time (US and Canada)

Join Zoom Meeting

<https://us06web.zoom.us/j/84227961879?pwd=JBIABU7yw3SjqtDVSJMyTmhl9hLoeS.1>

Meeting ID: 842 2796 1879

Passcode: 095976

One tap mobile

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Meeting ID: 842 2796 1879

Passcode: 095976

**Agenda:**

1. Call to Order/Roll Call
2. Additions or changes to the agenda
3. Approval of Meeting Minutes
  - a. Board Meeting Minutes – Regular Board Meeting December 14, 2023
  - b. Board Meeting Minutes – Closed Session December 14, 2023
4. Public Comments
5. Communications
6. Treasurer’s Report – Action Required  
The Board will move to accept the Treasurer’s report and file for audit.
  - Budget vs. Actual
  - Monthly checking account summary
  - Monthly expense report and income report.
  - Statements of assets, liabilities, and fund balance
7. Library Director Report
  - a. Departmental Reports
8. Old Business
  - a. Replacement Roof Project – Discussion and Action Required  
The Board will review the replacement roof bidding documents as presented by Kluber, to make public documents and opportunities available to qualified contractors.
9. New Business
  - a. Covid-19 Update and Discussion – Discussion Action Required  
The Board will review the latest information concerning Covid-19 and the uptick and discuss the possibility of reauthorization of Covid pay policies to ensure a quarantine period.
  - b. Fund Balance Transfer to Special Reserve – Action Required  
The Board will review fund balances presented in the annual audit, and many elect to move funds from the Corporate Fund to Special Reserve as a recommended annual action. The amount under discussion is \$200,00 from Corporate to Special Reserves.
10. Closed Session – Action Required

*Closed Session Citation: (5 ILCS 120/2) (1) The appointment, employment, compensation, Discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity.*

## Return to Open Session

### 11. Director's Annual Performance Review – Action Required

The result of the closed session discussion regarding the Director's annual performance review.

### 12. Trustee Open Comments

### 13. Items for next month

### 14. Adjournment

Public Comment: The Board of Trustees graciously welcomes public participation in a meeting. During the "Public Comment" portion of the agenda of the Library Board of Trustee meeting, the President of the Board shall recognize any person requesting to be heard. People speaking during the Public Comment are allotted (3) minutes and shall be permitted to speak during the Public Comment portion of the meeting only once. Citizens should address the Board president when speaking under the Public Comment portion of the Library agenda. Approved – 9/15