



**Messenger Library Board of Trustees | Meeting Agenda
Thursday, March 9, 2023 | 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 March 9, 2023, 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 accommodations 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.

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 February 9, 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
 - Monthly income report
 - Statements of assets, liabilities, and fund balance
7. Library Director Report
 - a. Departmental Reports

8. Old Business

a. Marketing Plan Update – Status Update

9. New Business

a. Insurance Policy Proposals and Selections –Action Required

The Board will meet Volkman Insurance of North Aurora, the new representative for insurance policy research and renewals. Proposals will be reviewed for the FY 23/24 insurance coverages.

b. Personnel Policy Update: Leave of Absence without Pay – Action Required

The Board will review updates to provide employee guidance for leave of absences without pay.

c. Budget Planning Discussion and Set Committee of the Whole Meeting – Action Required

The Board will review the timeline for the budget process and finalize the date for the COW meeting for budget discussions.

d. Closing for Staff Development Day at Library Conference – Discussion and Action Required

The Board will discuss an additional staff development day on Saturday, June 24 in order to take employees to the ALA conference held in Chicago, an opportunity as it is local.

10. Trustee Open Comments

11. Items for next month

12. 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