



POPLAR CREEK PUBLIC LIBRARY DISTRICT

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MEETING OF THE BOARD OF TRUSTEES OF POPLAR CREEK PUBLIC LIBRARY DISTRICT

Date: July 20, 2017

Time: 7:00 p.m.

Place: Mercedes A. McGowen Board Room

AGENDA

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. President's Report.

5. Public Forum – Questions concerning agenda

6. Request a Motion to accept agenda as presented

7. Secretary's Report – Secretary Porter
 - A. Motion–Minutes of Regular Board Meeting – June 15, 2017
Request the Board approve the minutes of the Regular Board Meeting of June 15, 2017 as presented.

 - B. Correspondence

8. Treasurer's Report – Treasurer McCreary
 - A. Motion – Approval of Semi-Monthly Expenditures
Request the Board to approve the semi-monthly expenditures in the amount, \$500,757.32 from June 10, 2017 through July 14, 2017.

B. Business Manager's Report – Sue Haisan

9. Executive Director's Report – Debra Stombres

10. Current Business:

A. Summerfest Parade Update

B. HVAC update

11. New Business

A. PCPLD Employee Handbook updated by Management Association.

Request motion to approve updated PCPLD Employee Handbook as presented

B. Appointment of Personnel Committee – President Prosser

Request motion to approve appointment of the Personnel Committee to be comprised of two members of the Board of Library Trustees Eva Porter and Ann Kennedy including the President and the Library Director. The Personnel Committee's responsibilities include, but are not limited to, preparation of the annual review of the Library Director for discussion among the full Board prior to the formal review, assisting the Library Director in the preparation of his or her annual statement of goals and objectives for the coming year, and assuming a leadership role in the resolution of any personnel conflict that cannot be resolved by the Library Director. The Library Director is responsible for the annual review of all other library employees.

C. Discussion on Tablets for Trustees

D. Illinois Funds Money Market Account

Request motion to leave Trustee Candace McCreary as the primary authority for the Illinois Funds Money Market Account

E. Discussion on Posting Board Packets on the Website

F. Discussion/Motion to choose snow removal contract

Request motion to choose snow removal contract

G. Student Advisory Trustee

Request motion to appoint Katelynn Condrea to the Board as a Student Advisory Trustee

H. Reference Desk

Request motion to accept reference desk quotation

I. Vertical Lift

Request motion to accept vertical lift quotation

12. Public Forum – Questions concerning library

13. Comments/Topics for August Board Meeting

14. Adjournment

Request the Board to adjourn to regular meeting of August 17, 2017.