



Broadview Public Library District

Community-centered, world-focused learning in the heart of Broadview

**Library Board of Trustees
Regular Meeting Agenda
Thursday, February 23, 2017 – 7:00 pm**

1. Call to Order/Roll Call

2. Pledge of Allegiance

3. Moment Of Silence

4. Approval of Agenda

5. Community Events and Announcements

Any person from the public, Board of Trustees or Executive Director can bring forth information regarding events or announcement occurring in our community.

6. Public Comment

A person addressing the board shall be allotted three minutes to present their comments. All members of the public addressing the board shall, at all times, maintain proper decorum in accordance with the provisions of these procedures. All public comments shall be addressed to the board as a whole and no comments shall be addressed to individual members of the board, library staff or other members of the public*.

7. Approval of Minutes

- a. Regular Board Meeting – Thursday, January 26, 2017 at 7:00 pm

8. Officer Reports

- a. Treasurer

- i. Presentation of Expenditures:

	<u>January 2017</u>
Payroll Expenditures	\$ 43,436.21
Checks Expenditures	<u>\$ 35,979.55</u>
	\$ 79,415.76

9. Committee Reports

- a. None

10. Old Business -- None

- A. Approval: Management Association Handbook Proposal - \$3,500.00**



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Roll Call Vote: Approval to engage the Management Association to formulate the BPLD Employee Handbook. We would utilize the Management Associations legal team to put together a handbook that meets all federal and state requirements.

11. New Business

A. Approval: Cleaning Service Agreement – CleanNet USA – Total \$1,500.00/month

Roll Call Vote: Approval to hire CleanNet USA to provide cleaning services to the BPLD 6 times per week

B. Approval: Elevator Repair – Anderson Elevator Co. - \$1,940.00

Roll Call Vote: Approval to hire Anderson Elevator Co to furnish and install one code compliant door restrictor

C. Approval: Program: Career Explorer Partnership (Boy Scouts of America) Agreement

Board Vote: Approval for the BPLD to partner with Career Explorer, a program that will begin for school year 2017-2018 that is geared to introducing student age children in our community to careers they can pursue by having the professionals come and talk and demonstrate what they actually do in their respective careers

D. Approval: Library Project – Dewberry Updated Contract - \$ 485,265.00

Roll Call Vote: Approval of modified timeline and added additional services to our remaining 2013 contract to get us ready for permitting

Total:	\$ 485,265
Additional services:	\$ 297,145
Remainder of 2013 Contract:	\$ 188,120

E. Approval: Early Closing / In-service – March 17, 2017

Board Vote: Approval to close the library early to accommodate the replacement of the server and engage in an in-service day for staff training

F. Information: Statutory Budget 2017-2018 Timeline

Information for the board regarding the timeline for the upcoming budgeting session along with the dates for the BPLD meeting the statutory budget timeline



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G. Information: Thank You Letter

The Answer Inc.

H. Information: Resident Posing as Solicitor of Funds for the Library

Inform the board regarding situation of a resident that has been allegedly posing as solicitor for the library and if we should proceed with pressing charges with the Broadview Police Department

11. New Business (continued)

I. Presentation: Trustee Katrina Thompson – ILA Conference Report

12. Executive Director Report

Dispense of reading of report – Comments or questions by Board Trustees

13. Closed Session:

Motion to adjourn to closed session pursuant to 5ILCS Section 2(c)(21) discussion of minutes of meetings lawfully closed under this Act for purposes of approval by the body of the minutes.

- a. Old Business: Approval of Closed Session Minutes, Thursday, December 15, 2016
- b. New Business: Approval of Closed Session Minutes, Thursday, January 26, 2017

14. Approval of Items Discussed in Closed Session

15. Adjournment