



Broadview Public Library District

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

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

8. Officer Reports

- a. Treasurer
 - i. Presentation of Expenditures:

	<u>February 2017</u>
Payroll Expenditures	\$ 42,557.79
Checks Expenditures	<u>\$ 49,727.23</u>
	\$ 92,285.02

9. Committee Reports

- a. None

10. Old Business -- None



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11. New Business

A. **Approval:** FY2018 Budget & Appropriation

Roll Call Vote: Approval of FY2018 Budget & Appropriation for the Broadview Public Library District and the public posting of budget for 30 days

B. **Approval:** Resolutions

Roll Call Vote: Approval of the following fund balance transfers listed below

- Resolution 2017-01 - Resolution to transfer from General Fund to IMRF Fund - \$ 90,000
- Resolution 2017-02 – Resolution to transfer from General Fund to FICA Fund - \$ 50,000
- Resolution 2017-03 – Resolution to transfer from General Fund to Special Reserve Fund - \$ 398,168
- Resolution 2017-04 – Resolution to transfer from General Fund to Capital Project Fund - \$ 1,700,000
- Resolution 2017-05 – Resolution to transfer from Special Res Fund to Capital Project Fund - \$1,300,000

C. **Approval:** Fund Balance Policy

Board Vote: Approval of new Fund Balance Policy which outlines the minimum balances that should be held in each of the BPLD Major and Non-Major Fund Balances

D. **Approval:** Bylaws Update

Board Vote: Approval of updates to BPLD bylaws in accordance with ILCS 75 15/16 – Public Library District Act

E. **Approval:** Job Description

Board Vote: Approval of job description for Instruction & Research Specialist III – Adults

12. Executive Director Report

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

13. Adjournment