

GLENVIEW PUBLIC LIBRARY BOARD OF TRUSTEES

A G E N D A

Meeting Date: January 16, 2020

7:00 PM

Glenview Public Library

Conference Room

Public participation is encouraged. The public may comment on the agenda items or sub-items marked with an asterisk (*). If you wish to comment on a given item or sub-item, please fill out a Public Participation Request and place it in the box before the start of the meeting. Please fill out a separate form for each item or sub-item you wish to address. Your comments will be limited to a maximum of three minutes on any given item or sub-item.

Members of the public may also make comments, regarding items not on the regular agenda, at the point on the agenda labeled Public Comments. Such comments will also be limited to a maximum of three minutes each.

In addition, members of the public may also make longer presentations, regarding items not on the regular agenda, at the point on the agenda labeled Public Presentation. These shall be scheduled by pre-arrangement with the Library Director two weeks in advance of the meeting at which the presentation is to be made. Such presentations shall be limited to a maximum of 10 minutes each. A maximum of one presentation per meeting will be allowed, and such presentations will be scheduled on a first-come/first-serve basis.

1. Call to Order & Roll Call
2. Approval of Minutes
 - * (a) Regular Meeting of December 16, 2019
3. * Public Comments
4. Report from Friends of the Glenview Library – S. Ellis
5. Report from the Library Foundation Board – K. Vega
6. * Approval of Warrants – S. Kalfas

7. **Examination of Financial Reports and Statistics**
 - * (a) **Revenues, Expenditures and Fund Balances through November 2019**
 - (b) **Update re: Pro Forma Special Projects Budget – January, 2020**
8. *** President’s Report**
9. **Acceptance of Staff Reports and Statistics**
 - (a) **Library Director’s Report**
 - (b) **Statistics for December, 2019**
 - (c) **Electronic Statistics for December 2019**
 - (d) **Library Website Electronic Usage**
 - (e) **MyPC Reservation Service**
 - (f) **Inter Library Loan**
 - (g) **Monthly Vending Summary from Mark Vend**
 - (h) **Drive-Up Window Usage**
 - (i) **Staff Reports**
 - i) **Assistant Director**
 - ii.) **Head of Circulation**
 - iii.) **Director of Communications**
 - iv.) **Information Technology**
 - v.) **Head of Reader Services**
 - vi.) **Head of Reference Services**
 - vii.) **Head of Technical Services**
 - viii.) **Head of Youth Services**
 - (j) **Report from Associated Technology Partners**
 - (k) **Press Releases**
 - (l) **Miscellaneous Speak Ups**
 - (m) **Correspondence**
10. **Committee Reports**
11. *** Unfinished Business**
 - (a) **Update from Sunday Hours Committee**
 - (b) **Review Revised Warrant Schedule for FY 2020**
12. *** New Business**
 - (a) **Resolution of Annual Determination to Library System Regarding Provision of Library Services to Non-Residents**
 - (b) **Progress Report – Marketplace & Innovation Center**

- (c) **Progress Report – Implementation Plan**
 - (d) **Approval of Per Capita Grant – FY2020 – J. Berry**
 - (e) **Review of Critical Path Analysis from Dewberry**
- 13. * Other**
- 14. Announcements**
- (a) **Winter Dinner, Maggiano’s at Old Orchard, Saturday, January 25 at 5:30 p.m.**
 - (b) **Set Meeting for Buildign & Grounds Committee Meeting to Review Options for Snow Melt Systems with WJE**
 - (c) **Strategic Planning Committee Meeting – Tuesday, January 21, 3:00 p.m.**
- 15. Executive Session**
- (a) **Per Section 2(c)(1) of the Open Meetings Act – Personnel**
- 16. Adjournment**