

GLENVIEW PUBLIC LIBRARY BOARD OF TRUSTEES

A G E N D A

Meeting Date: February 20, 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 January 16, 2020
3. * Public Comments
4. Report from Friends of the Glenview Library – S. Ellis
5. * Approval of Warrants – C. Schmitt
6. Examination of Financial Reports and Statistics
 - * (a) Revenues, Expenditures and Fund Balances through December 2019

(b) Update re: Pro Forma Special Projects Budget – February 2020

7. * President's Report

8. Acceptance of Staff Reports and Statistics

- (a) Library Director's Report
- (b) Statistics for January 2020
- (c) Electronic Statistics for January 2020
- (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

9. Committee Reports

- (a) Strategic Planning Committee
 - i.) Review of and Approval of Implementation Plan 2020
- (b) Bylaws & Policies Committee
 - i.) Presentation of the Following Policies for Approval
 - a. Art Policy
 - b. Recording of Meetings
 - c. Conflict of Interest
 - d. Revisions to Bylaws
- (c) Legislation Committee
 - i.) Report on ILA Legislation Day

- (d) **Building & Grounds Committee**
 - i.) **Report on Meeting of February 14, 2020**
 - ii.) **Approval to Proceed with Bid Documents & Bid Process or Parking Lot Remediation**
 - iii.) **Discussion re: Snow Options for Ramp & Next Steps**
 - iv.) **Approval of Proposal for RTU Issue**

- 10. *** Unfinished Business**

- 11. *** New Business**
 - (a) **Presentation of Fabric Samples – W. Goldstein & C. Schmitt**
 - (b) **Report from Sunday Hours Committee**
 - (c) **Report on Hearing Loop – J. Berry**
 - (d) **Progress Report – Marketplace and Innovation Center**
 - (e) **Unique Manager 2019 Annual Report**

- 12. *** Other**

- 13. **Announcements**

- 14. **Executive Session**
 - (a) **Per Section 2(c)(1) of the Open Meetings Act – Personnel**

- 15. **Adjournment**