

**GLENVIEW PUBLIC LIBRARY BOARD OF TRUSTEES  
Budget and Finance Committee Meeting**

**A G E N D A**

**Meeting Date: August 13, 2020**

**5:30 PM**

**Glenview Public Library  
Community 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. \* Public Comments**
- 3. Approval of Warrants – A. Ruter**
- 4. Acceptance of Staff Reports and Statistics - Consent Agenda**
  - (a) Library Director’s Report**
  - (b) Statistics for July 2020**
  - (c) Electronic Statistics for July 2020**
  - (d) Library Website Electronic Usage**
  - (e) MyPC Reservation Services**

- (f) **Inter Library Loan**
  - (g) **Monthly Vending Summary from Mark Vend**
  - (h) **Drive-up Window Usage**
  - (i) **Report from Associated Technology Partners**
- 5. Unfinished Business**
- (a) **Approval of 2020 Job Classification & Compensation Study**
- 6. New Business**
- (a) **Department Head Budget Presentations**
    - Administration – 0991**
    - Communications – 0992**
    - Technical Services – 0993**
    - Reader Services – 0994**
    - Circulation – 0995**
    - Youth Services – 0996**
    - Reference Services – 0997**
    - Facilities/Maintenance – 0998**
    - IT/Technology – 0999**
    - Innovation Services - 0981**
    - Capital Repair & Replacement – 83090990**
  - (b) **Compilation of Proposed Library Operating Budget Scenarios**
- 7. Other**
- 8. Executive Session**
- (a) **Per Section 2(c)1 of the Open Meetings Act – Personnel**
- 9. Announcements**
- 10. Adjournment**