

**GLENVIEW PUBLIC LIBRARY BOARD OF TRUSTEES**

**A G E N D A**

**Meeting Date: March 15, 2018**

**7:30 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 February 15, 2018**
3. **\*Public Comments**
4. **Approval of Warrants – J. Miller**
5. **Examination of Financial Reports and Statistics**  
\* (a) **Revenues, Expenditures and Fund Balances through January, 2018**
6. **\* President’s Report**

7. **Acceptance of Staff Reports and Statistics**
  - (a) **Library Director's Report**
  - (b) **Statistics for January, 2018**
  - (c) **Electronic Statistics for February, 2018**
  - (d) **Library Website Electronic Usage**
  - (e) **MyPC Reservation Service**
  - (f) **Inter Library Loan**
  - (g) **Electronic Payment Transaction**
  - (h) **Monthly Vending Summary from Mark Vend**
  - (i) **Drive-Up Window Usage**
  - (j) **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**
  - (k) **Report from Associated Technology Partners**
  - (l) **Press Releases**
  - (m) **Miscellaneous Speak Ups**
  - (n) **Correspondence**
  
8. **Board Committee Reports**
  - (a) **Strategic Planning**
    - i.) **Report on Pre-Launch Meeting of February 28, 2018 – K. Vega**
    - ii.) **Approval of Minutes from February 13, 2018 Meeting**
    - iii.) **Approval of Contract to Engage Facilitator for Strategic Planning Process**
    - iv.) **Discussion re: Potential Focus Groups, Focus Group Questions, Targeted Interviews & Engagement of Glenview Residents – K. Vega**
  - (b) **Bylaws & Policies Committee**
    - i.) **Approval of Change to Black & White Photocopy Costs**
  - (c) **Legislative Committee**
    - i.) **Report on ILA Legislation Day**
  
9. **\* Unfinished Business**

10. **\* New Business**
  - (a) **Introduction of Hilary Gabel, Director of Communications**
  - (b) **Update on IMET**
  - (c) **Review of Questions for the Dewberry Team**
  - (d) **Approval of Bench in Honor of Dee Dillon**
11. **\* Other**
12. **Announcements**
13. **Executive Session**
  - (a) **Per Section 2(c)(1) of the Open Meetings Act – Personnel**
14. **Adjournment**