

**Meeting Date: December 17, 2015**

**7:30 PM**

**Glenview Public Library  
Conference Room**

- 1. Call to Order & Roll Call**
- 2. Report of the Friends of the Glenview Public Library**
- 3. Approval of Minutes**
  - \* (a) Regular Meeting of November 19, 2015**
- 4. \* Approval of Warrants – J. Miller**
- 5. Examination of Financial Reports and Statistics**
  - \* (a) Revenues, Expenditures and Fund Balances through October, 2015**
- 6. \* President's Report**
- 7. Acceptance of Staff Reports and Statistics**
  - (a) Library Director's Report**
  - (b) 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**
  - (c) Report from Associated Technology Partners**
  - (d) Statistics for November, 2015**
  - (e) Electronic Statistics for November, 2015**
  - (f) Library Website Electronic Usage**
  - (g) MyPC Reservation Service**
  - (h) Electronic Payment Transaction**
  - (i) Inter Library Loan**

- (j) Monthly Vending Summary from Mark Vend
  - (k) Drive-Up Window Usage
  - (l) Press Releases
  - (m) Miscellaneous Speak Ups
  - (n) Correspondence
8. Board Committee Reports
9. \* Public Presentation
10. \* Unfinished Business
- (a) Discussion re: Library Book Drops after Hours – A. Ruter
11. \* New Business
- (a) Presentation by Maggie Bosley, Village Finance Director
    - i.) Adopt 2<sup>nd</sup> and 3<sup>rd</sup> Budget Amendments
    - ii.) Approve Miscellaneous Funds Budgets, FY2016
  - (b) Approval Library Operations Budget FY2016
  - (c) Approval Full-Time and Part-Time Staff Salary Increases
  - (d) Approval of ATP Contract, FY2016
  - (e) Review of Letter Proposal for Generator Implementation 2016
  - (f) Discussion re: Memo from Village Manager Hileman re: 2017 Budget Process
  - (g) Review of 2016 Implementation Plan
  - (h) Update on Productivity Study – V. Novak
12. Announcements
- (a) Strategic Planning Committee Meeting – January 12<sup>th</sup> - 10:00 a.m.
13. \* Other
14. \* Public Comments
15. Executive Session
- (a) Per Section 2(c)(1) of the Open Meetings Act – Personnel
16. Adjournment