GLENVIEW PUBLIC LIBRARY BOARD OF TRUSTEES
A G E N D A
Meeting Date: July 16, 2015
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.   * Public Comments

3.   Report of the Friends of the Glenview Public Library

4.   Approval of Minutes
      (a)   Regular Meeting of June 18, 2015

5.   * Approval of Warrants – J. Neymark

6.   Examination of Financial Reports and Statistics
      * (a)   Revenues, Expenditures and Fund Balances through May, 2015

7.   * President's Report

8.   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

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iv.)   **Information Technology**
v.)   **Head of Reader Services**
vi.)   **Head of Reference Services**
vii.)   **Head of Technical Services**
viii.)   **Head of Youth Services**

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(c)   **Report from Associated Technology Partners**
(d)   **Statistics for June, 2015**
(e)   **Electronic Statistics for June, 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**
         i.   **hoopla Speak Up**
(n)   **Correspondence**

9.   **Board Committee Reports**
     (a)   **Technology Committee**
         i.   **Set Date for Per Capita Grant Review**

10.   *** Public Presentation**

11.   *** Unfinished Business**

12.   *** New Business**
     (a)   **Administer Oath of Office to Newly Appointed Trustee**
     (b)   **Review Budget Timetable & Develop Guidelines for Department Presentations**
     (c)   **Discussion re: Business Cards for Trustees**
     (d)   **Approve 2014 IL Form AG990-IL for Glenview Public Library Foundation**

13.   **Announcements**

14.   *** Other**

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

16.   **Adjournment**