

# GLENVIEW PUBLIC LIBRARY

## BOARD OF TRUSTEES MEETING

Thursday, October 17, 2024, at 6:30 p.m.

Glenview Public Library, 1930 Glenview Road, Glenview, IL 60025  
Conference Room

### Meeting Agenda

1. Call to Order and Roll Call
2. Public Comment
3. Approval of Consent Agenda
  - a. Minutes of Regular Meeting of September 19, 2024
  - b. Warrant Summary - October 2024
  - c. Warrants Greater than \$5,000 - October 2024
  - d. List of Warrants - October 2024
4. Examination of Financial Reports and Statistics
  - a. Fund Income Statements August 2024
  - b. August 2024 Cash Flow Report
  - c. Cash and Investment Balances
5. President's Report
6. Legislative Update
7. Foundation Update
8. Friends Update
9. Acceptance of Staff Reports & Statistics
  - a. Library Director's Report
  - b. Statistical Summary
  - c. 3rd Quarter Strategic Plan Report
  - d. Community Engagement Survey & Library Strategic Capacity Survey

## 10. Committee Reports

- a. Strategic Planning Committee
  - i. Approval of the Minutes for September 19, 2024
- b. Building and Grounds Committee
  - i. Approval of the Minutes for September 16, 2024
- c. Bylaws & Policies Committee
  - i. Approval of the Minutes for September 26, 2024
  - ii. Approval of the following policies
    - a. New – Media Relations Policy
    - b. New – Parental Leave Policy
    - c. Updated- Donations Policy
    - d. Revised – Social Media Policy
    - e. Revised – Patron Behavior Policy
    - f. Revised – Internet Use Policy
    - g. Revised – Holidays and Personal Days Policy

## 11. Unfinished Business

## 12. New Business

- a. Approval of the Special Fund Budgets
- b. Approval of Facilities Department Grade Adjustment and New Job Description
- c. Final Approval of the 2025 Operating Fund Budget

## 13. Other

- a. Library Executive Director's Evaluation

## 14. Announcements

- a. November Warrants – Kathy Vega
- b. December Warrants – Carol Schmitt

## 15. Executive Session

## 16. Adjournment

*Public participation is encouraged at Glenview Public Library Board of Trustee meetings. We ask that individuals interested in participating in a meeting follow the guidelines laid out in the [Glenview Public Library's Citizen Meeting Participation Policy](#).*