

**AGENDA / REGULAR MEETING**  
**January 21, 2025**  
**6:00 p.m. 2<sup>nd</sup> Floor Conference Room**

**1. REGULAR MEETING – CALL TO ORDER**

**2. ROLL CALL**

**3. PUBLIC COMMENT (Policy No: 1.10)**

In accordance with the Illinois Open Meetings Act, the Ela Area Public Library Board of Trustees provides an opportunity for public comment at all board meetings. Please sign in by 6:00 p.m.

**4. ADJUSTMENTS TO THE AGENDA**

**5. CONSENT AGENDA ACTION**

- A. Approval of the Minutes of the Regular Meeting November 19, 2024 (Document)
- B. Freegal Invoice (Document)

**6. APPROVAL OF ITEMS MOVED FROM CONSENT AGENDA**

Note: If Closed Session Minutes are removed from Consent Agenda for discussion, this must take place in Closed Session. But the current Secretary's recommendation to keep minutes closed may be approved as part of the Consent Agenda.

**7. TRUSTEE REPORTS/COMMENTS**

**8. TREASURER'S REPORT**

- A. November 2024 (Document)
- B. December 2024 (Document)

Suggested Motion: I move to approve the November/December 2024 expenditures as authorized with the balance of the reports to be filed for audit.

**9. CORRESPONDENCE AND COMMUNICATIONS**

**10. EXECUTIVE DIRECTOR'S REPORT**

- A. November 2024 Librarians' Report (Document)
- B. December 2024 Librarians' Report (Document)
- C. Action Plan FY25 (Document)

**11. SPECIAL COMMITTEE & LIAISON REPORTS**

- A. Executive Director Review (EDR) Liaison (President Steker)
- B. Personnel Liaison (Vice-President McCauley)
- C. Finance Liaison (Treasurer Corzine)

- D. Building & Grounds Liaison (Trustee Timm)
- E. Bylaws & Policy Liaison (Trustee Suykerbuyk)
- F. RAILS Liaison (Trustee Silcroft)
- G. Foundation Liaison (Trustee Caudill)

**12. UNFINISHED BUSINESS**

**13. NEW BUSINESS**

- A. Notary Policy (Document + Action)
- B. Travel & Expense Reimbursement Policy (Document + Action)
- C. Printing Policy (Document + Action)
- D. Board Self-Evaluation (Document + Action)
- E. Approval of Trustee Expense Reports (Action)
- F. Building and Grounds Critical Issues (Action)

**14. ADJOURN TO EXECUTIVE SESSION**

- A. EXECUTIVE SESSION FOR THE DISCUSSION OF PERSONNEL MATTERS BY 5 ILCS 120/2(c)(1)
- B. EXECUTIVE SESSION FOR THE DISCUSSION OF PENDING, PROBABLE, OR IMMINENT LITIGATION AS ALLOWED BY 5 ILCS 120/2(c)(11)
- C. EXECUTIVE SESSION FOR THE DISCUSSION OF EXECUTIVE SESSION MINUTES AS ALLOWED BY 5 ILCS 120/2(c)(21)

**15. ROLL CALL (If returning from Executive Session)**

**16. ADJOURNMENT**