

**AGENDA / REGULAR MEETING**

**July 16, 2024**

**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 June 18, 2024 (Document)
- B. Approval of M&R Paving Inc. Invoice (Document)
- C. Approval of Employee Travel and Expenses for the ALA Annual Conference June 27- July 2, 2024 (Document + Action)

**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**

- A. Board Self-Evaluation (Document + Action)

**8. TREASURER'S REPORT**

- A. June 2024 (Document)
- Suggested Motion: I move to approve the June 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. June 2024 Librarians' Report (Document)
- B. Action Plan FY24 (Document)
- C. Action Plan FY25 (Document)
- D. PTAB FY24 (Document)

**11. SPECIAL COMMITTEE & LIAISON REPORTS**

- A. Decennial Committee (President Steker)

- B. Executive Director Review (EDR) Liaison (President Steker)
- C. Personnel Liaison (Vice-President McCauley)
- D. Finance Liaison (Treasurer Corzine)
- E. Building & Grounds Liaison (Trustee Timm)
- F. Bylaws & Policy Liaison (Trustee Suykerbuyk)
- G. RAILS Liaison (Trustee Silcroft)
- H. Foundation Liaison (Trustee Caudill)

**12. UNFINISHED BUSINESS**

- A. Social Media Policy (Document + Action)
- B. Parental Leave Section 5.11 Employee Handbook (Document + Action)

**13. NEW BUSINESS**

- A. 24-07-01 Tentative Budget and Appropriation Ordinance (Document + Action)
- B. Appointment of Two Board Members to Audit FY24 Meeting Minutes (Document + Action)
- C. Technology Use Policy (Document + Action)
- D. Staff Usage of Library & Electronic Communication Systems Policy (Document + Action)
- E. Bylaws Update – First Reading (Document)
- F. Resolution Honoring Mary Povilonis, Business Manager / Certificate of Achievement for Excellence in Financial Reporting for FY2023 (Document + Action)
- G. Approval of Trustee Expense Reports (Action)
- H. 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**