

GLENVIEW PUBLIC LIBRARY BOARD OF TRUSTEES

A G E N D A

Meeting Date: October 17, 2019

7:00 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. Approval of Minutes
 - * (a) Budget & Finance Meeting August 13, 2019
 - * (b) Regular Meeting of September 5, 2019
 - * (c) Regular Meeting of September 19, 2019
3. * Public Comments
4. Report from Friends of the Glenview Library – S. Ellis
5. * Approval of Warrants – S. Kalfas

6. **Examination of Financial Reports and Statistics**
 - * (a) **Revenues, Expenditures and Fund Balances through August, 2019**
 - (b) **Update re: Pro Forma Special Projects Budget – October, 2019**
7. *** President’s Report**
8. **Acceptance of Staff Reports and Statistics**
 - (a) **Library Director’s Report**
 - (b) **Statistics for September, 2019**
 - (c) **Electronic Statistics for September, 2019**
 - (d) **Library Website Electronic Usage**
 - (e) **MyPC Reservation Service**
 - (f) **Inter Library Loan**
 - (g) **Monthly Vending Summary from Mark Vend**
 - (h) **Drive-Up Window Usage**
 - (i) **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**
 - (j) **Report from Associated Technology Partners**
 - (k) **Press Releases**
 - (l) **Miscellaneous Speak Ups**
 - (m) **Correspondence**
9. **Board Committee Reports**
10. *** Unfinished Business**
11. *** New Business**
 - (a) **Progress Report – Marketplace & Innovation Center**
 - (b) **Progress Report – Implementation Plan**
 - (c) **Appoint Trustees to Conduct Executive Session Minute Review**
 - (d) **Motion to Appoint New Directors to the Glenview Public Library Foundation, Inc.**

- (e) **Motion to Remove Glenview Public Library Trustees from the Glenview Public Library Foundation Board of Directors**
 - (f) **Acceptance of AT&T Parking Space Agreement – FY2020**
- 12. * Other**
- 13. Announcements**
- (a) **Budget Presentation to Village Board – Tuesday, November 5th, 7:30 p.m.**
 - (b) **State of the Village Address – Thursday, November 7th, 8:00 a.m. – 9:30 a.m. at Glenview Public Library**
- 14. Executive Session**
- (a) **Per Section 2(c)(1) of the Open Meetings Act – Personnel**
 - (b) **Per Section 2(c)(21) of the Open Meeting Act – Executive Session Minutes Review**
- 15. Adjournment**