

## AGENDA

Joliet Public Library Board of Trustees Meeting  
150 N. Ottawa Street – Meeting Room B – 2<sup>nd</sup> Floor  
November 17, 2016 – 7:00 p.m.

### AGENDA NOTICE

Agendas are posted  
48 hours prior to a meeting  
at this site and on the Library's  
website at [www.jolietlibrary.org](http://www.jolietlibrary.org).

- 1) Convene and Call to Order
- 2) Pledge of Allegiance
- 3) Roll Call of Trustees
- 4) Agenda revision and approval
- 5) Minutes review, revision, and approval
  - Regular Board Meeting – October 20, 2016
  - Committee of the Whole Meetings – October 17<sup>th</sup> and November 3<sup>rd</sup>, 2016
- 6) Treasurer's Report
  - a) Schedule of Accounts Payable
    - i) Accounts Payable/November 17, 2016 - \$73,627.97
    - ii) Checks Written Since Last Board Meeting on October 20, 2016 - \$180,589.35
    - iii) Electronic Payroll Transfers 10/21/16 and 11/4/16 - \$216,697.91**TOTAL ACCOUNTS PAYABLE \$470,915.23**
  - b) Financial Reports
    - i) Balance Sheet 10/31/16
    - ii) Report of Accounts, Cash Drawers and Petty Cash
    - iii) Tax Distribution Report
- 7) Public Participation (Regarding the current agenda's ACTION ITEMS)
- 8) Interim Co-Directors' Reports
  - ACTION ITEM:
    - Approval to cancel credit cards and close accounts at PNC Bank
    - Approval of revised Digital Media Services Supervisor job description
- 9) Committee Reports
  - a) Executive – Lynn Poper Samalea, Chairperson
  - b) Buildings and Grounds – Emmie Ostrem, Chairperson
  - c) Finance – Jack Markley, Chairperson
  - d) Personnel – Essie Chavez, Chairperson
  - e) Program – Nancy Henricksen, Chairperson
  - f) Technology – Gail Gawlik, Chairperson
  - g) Bylaws – Nancy Henricksen, Chairperson
- 10) Unfinished Business
- 11) New Business
- 12) Public Participation (Regarding New Business or other topics)
- 13) Staff Reports
- 14) Announcements
- 15) Closed Session - Adjourn to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific Library employees (5 ILCS 120/2(c)(1))
- 16) Adjournment

FYI - The next meeting of the Joliet Public Library Board of Trustees is scheduled for 7:00 p.m., Thursday, December 15, 2016 in Meeting Room B at 150 N. Ottawa Street, Joliet, 60432.

Any person needing an accommodation for a disability in order to attend a Board Meeting at the Library should contact a Community Engagement staff member by telephone at 815-846-3112, by email at [ada@jolietlibrary.org](mailto:ada@jolietlibrary.org) or in writing, not less than five (5) working days prior to the meeting.