

## AGENDA

Joliet Public Library Board of Trustees Meeting  
150 North Ottawa – Meeting Rooms B  
November 16<sup>th</sup>, 2017– 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 19<sup>th</sup>, 2017
  - Special Board Meeting, Director Review – November 8<sup>th</sup>, 2017
- 6) Treasurer's Report
  - a) Schedule of Accounts Payable
    - i) Accounts Payable November 16, 2017 - \$59,915.83
    - ii) Checks Written Since Last Board Meeting on October 19<sup>th</sup>, 2017 - \$448,682.28
    - iii) Electronic Payroll Transfers 10/20/17 and 11/3/17 - \$238,912.75

**TOTAL ACCOUNTS PAYABLE \$747,510.86**
  - b) Financial Reports
    - i) Balance Sheet 10/31/17
    - ii) Report of Accounts, Cash Drawers and Petty Cash
    - iii) Tax Distribution Report
- 7) Public Participation (Regarding the current agenda's ACTION ITEMS)
- 8) Executive Director's Report
- 9) Deputy Director's Report
- 10) Unfinished Business
- 11) New Business
  - ACTION ITEMS:
    - Approval of Virtual Services Supervisor job description
    - Approval of Virtual Services Clerk job description
    - First Reading of revised Circulation Policy
    - Approval of 2018 Fund Balance Distribution
    - Approval of Resolution #2017-03 Authorizing PMA Financial Network Inc., and PMA Securities to Provide Investment Services for Joliet Public Library
- 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 21<sup>st</sup>, 2017 in Meeting Room B at the Ottawa Street Branch, 150 North Ottawa, Joliet, IL 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.