

AGENDA

Joliet Public Library Board of Trustees Meeting
3395 Black Road, Joliet – Meeting Rooms E & F
May 18, 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.

- 1) Convene and Call to Order
- 2) Pledge of Allegiance
- 3) Roll Call of Trustees
- 4) Agenda revision and approval
- 5) FY2016 Audit Review – Representative from Lauterbach & Amen LLP
- 6) Summer Reading Club Presentation – Linda Ward-Callaghan and Laura Yanchick
- 7) Minutes review, revision, and approval
-Regular Board Meeting – April 20, 2017
- 8) Treasurer's Report
 - a) Schedule of Accounts Payable
 - i) Accounts Payable/May 18, 2017 - \$80,587.75
 - ii) Checks Written Since Last Board Meeting on April 20, 2017 - \$124,550.17
 - iii) Electronic Payroll Transfers 4/21/17 and 5/5/17 - \$235,900.94**TOTAL ACCOUNTS PAYABLE \$441,038.86**
 - b) Financial Reports
 - i) Balance Sheet 4/30/17 and (2/28/17, 1/31/17, and 12/31/16 audited)
 - ii) Report of Accounts, Cash Drawers and Petty Cash
- 9) Public Participation (Regarding the current agenda's ACTION ITEMS)
- 10) Executive Director's Report
- 11) Deputy Director's Report
- 12) 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
- 13) Unfinished Business
- 14) New Business
ACTION ITEMS:
 - Approval of Elens & Maichin Roofing as the lowest qualified bidder for the full roof replacement at the Ottawa Street building with the base bid in the amount of \$1,061,880
 - Approval of Alternate Bid #1 from Elens & Maichin Roofing – deduct \$61,500 to change asphalt roof shingles from Grand Manor to Landmark
 - Approval of Alternate Bid #2 from Elens & Maichin Roofing– add \$10,740 to change dome roof from asphalt shingles to metal
 - Approval of Alternate Bid #3 from Elens & Maichin Roofing – add \$5,440 to replace existing wood ladder with metal
 - Approval of Alternate Bid #4 from Elens & Maichin Roofing – deduct \$60,760 to change sheet copper metal work to prefinished sheet steel
 - Approval of Acquisitions Associate Job Description
 - First Reading of Policy F02 – Fund Balance/Net Assets Policy
 - First Reading of Policy F03 – Outstanding Check Policy
 - First Reading of Policy F04 – Capital Asset Policy
- 15) Public Participation (Regarding New Business or other topics)
- 16) Staff Reports
- 17) Announcements
- 18) Closed Session - Adjourn to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific Library employees (5 ILCS 120/2(c)(1))
- 19) Adjournment

FYI - The next meeting of the Joliet Public Library Board of Trustees is scheduled for 7:00 p.m., Thursday, June 15, 2017 in Meeting Rooms E & F at the Black Road Branch, 3395 Black Road, Joliet, IL 60431.

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 or in writing, not less than five (5) working days prior to the meeting.