

## AGENDA

Joliet Public Library Board of Trustees Meeting  
3395 Black Road, Joliet – Meeting Rooms E & F  
September 21, 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 – August 17, 2017
- 6) Treasurer's Report
  - a) Schedule of Accounts Payable
    - i) Accounts Payable/September 21, 2017 - \$80,938.66
    - ii) Checks Written Since Last Board Meeting on August 17, 2017 - \$152,837.33
    - iii) Electronic Payroll Transfers 8/25/17 and 9/8/17 - \$240,778.29**TOTAL ACCOUNTS PAYABLE \$474,554.28**
  - b) Financial Reports
    - i) Balance Sheet 8/31/17
    - 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) Committee Reports
  - a) Executive – Jack Markley, 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
- 11) Unfinished Business  
- Discussion on Bylaw changes
- 12) New Business  
ACTION ITEMS:
  - Request approval on Administrative Services Coordinator, Financial Associate, and Office Assistant job descriptions
- 13) Public Participation (Regarding New Business or other topics)
- 14) Staff Reports
- 15) Announcements
- 16) Closed Session - To discuss minutes of meetings lawfully closed under the Open Meetings Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06 (5 ILCS 120/2(c)(21)) and destruction of verbatim recordings prior to March 2016  
ACTION ITEM
  - Approval of closed meeting minutes and decision whether to keep minutes confidential or open for public viewing and approval to destroy verbatim closed session recordings prior to March 2016
- 17) Adjournment

FYI - The next meeting of the Joliet Public Library Board of Trustees is scheduled for 7:00 p.m., Thursday, October 19, 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](mailto:ada@jolietlibrary.org) or in writing, not less than five (5) working days prior to the meeting.