

## AGENDA

Joliet Public Library Board of Trustees Meeting  
3395 Black Road – Meeting Room F  
August 16<sup>th</sup> 2018

### 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) Resolution for Jack Tegel on his retirement
- 5) Agenda revision and approval
- 6) Minutes review, revision, and approval  
-Regular Board Meeting – June 21<sup>st</sup>, 2018
- 7) Treasurer's Report
  - a) Schedule of Accounts Payable
    - i) Accounts Payable August 16, 2018 - \$55,115.65
    - ii) Checks Written Since Last Board Meeting on June 21st, 2018- \$454,363.09
    - iii) Electronic Payroll Transfers 6/29/2018, 7/13/2018, 7/27/2018, 8/10/20148 - \$491,560.76**TOTAL ACCOUNTS PAYABLE \$1,001,039.50**
  - b) Financial Reports
    - i) Balance Sheet 8/16/18
    - ii) Report of Accounts, Cash Drawers and Petty Cash
    - iii) Tax Distribution Report
- 8) Public Participation (Regarding the current agenda's ACTION ITEMS)
- 9) Executive Director's Report
- 10) Deputy Director's Report
- 11) Summer Reading Presentation
- 12) Unfinished Business
- 13) New Business  
ACTION ITEMS:
  - Motion to approve amended Bylaws
  - Motion to approve Communications Associate job description
  - Motion to approve Teen Outreach Librarian job description
  - Motion to approve Outreach Collection Approval Form
  - First reading of Social Media Policy
  - First Reading of Marketing Plan
- 14) Public Participation (Regarding New Business or other topics)
- 15) Staff Reports
- 16) Announcements
- 17) Closed Session-
- 18) Adjournment

FYI - The next meeting of the Joliet Public Library Board of Trustees is scheduled for 7:00 p.m., Thursday, September 20<sup>th</sup>, 2018 in Meeting Room 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.