

## AGENDA

Joliet Public Library Board of Trustees Meeting  
3395 Black Road, Meeting Room F & E  
November 18, 2021, 6:00 PM

### 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) Motion to Allow Essie Chavez to Attend The Meeting via Telephone
- 5) Agenda revision and approval
- 6) Minutes review, revision, and approval  
October 21st Board of Trustees Meeting Minutes
- 7) Treasurer's Report –
  - a. Schedule of Accounts Payable
    - i. Accounts Payable November 18, 2021 - \$73,624.68
    - ii. Checks Written Since Last Board Meeting on October 21st, 2021- \$818,510.56
    - iii. Electronic Payroll Transfers on 10/29/2021 and 11/12/2021 - \$238,060.93
    - iv. **TOTAL ACCOUNTS PAYABLE \$1,130,196.17**
  - b. Financial Reports
    - i. Balance Sheet 11/18/2021
    - ii. Report of Accounts, Cash Drawers
    - iii. Tax Distribution
- 8) Public Participation (Regarding the current agenda's ACTION ITEMS)
- 9) Executive Director's Report
- 10) Deputy Director's Report
- 11) Unfinished Business
- 12) New Business
  - Motion to approve FY2022 Operating budget
  - Motion to approve FY2022 Fund Balance Distribution
  - Motion to approve Operations Manager job description (formerly Building Services Manager)
  - Motion to approve Technology Coordinator job description
  - Motion to approve a floating holiday in lieu of Good Friday
  - Review Chapters 5-7 of Serving Our Public 4.0
- 13) Public Participation
- 14) Staff Reports
- 15) Announcements
- 16) Adjournment

The next meeting of the Joliet Public Library Board of Trustees is scheduled for 6:00 p.m., Thursday, December 16<sup>th</sup>, 2021 in Meeting Room F& E at the Black Road Branch, 3395 Black Road, 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.