

**Glen Carbon Centennial Library District
Board Meeting Agenda
Thursday, January 12, 2017 at 7:00 p.m.
Community Room**

Call to Order

Roll Call

Recognition of Visitors –

Accept or correct following minutes:

- 11.10.16 Board Minutes

Communications

Director’s Report – Christine Gerrish

- a. Strategic Plan – Public Questionnaire

Treasurer’s Report – Robert Paty

- a. November and December, 2016 Financials and Transfers

Finance Committee –Robert Paty (chair); members Robert Hormell, Deborah Owen

- a. Finance Report

Bylaws Committee

- a. Update

Unfinished Business –

- a. Updated Bylaws – Second Reading
- b. Bank Account Signatures

New Business –

- a. 2017 Meeting Dates
- b. Ordinance 17-1 Library Board Terms of Officers
- c. Bringing in the Arts Kiosks and Policy Termination
- d. Sick Leave Policy Amendment for Employee Sick Leave Act
- e. Mobile Hotspot Policy
- f. Hours of Service Policy
- g. Material Selection Policy
- h. Replacement Policy
- i. Loan Periods Policy
- j. Petty Cash Policy
- k. Policy and Personnel Manual Layout

Adjournment

Date for next Regular Meeting – February 9, 2017

**Glen Carbon Centennial Library District
Board Meeting Agenda
Thursday, February 9, 2017 at 7:00 p.m.
Community Room**

Call to Order

Roll Call

Recognition of Visitors –

Accept or correct following minutes:

- 1.12.17 Board Minutes

Communications

Director's Report – Christine Gerrish

- a. Strategic Plan – Public Questionnaire
- b. Copier Update
- c. 2017 Health Insurance

Treasurer's Report – Robert Paty

- a. January, 2017 Financials and Transfers

Finance Committee –Robert Paty (chair); members Robert Hormell, Deborah Owen

- a. Finance Report

Personnel Committee – Deborah Owen (chair); members Anne Link, Amy Gabriel

- a. Personnel Report

Building Committee-Robert Hormell (chair); member, Kevin Tellor

- a. Rain Barrel Project with Village
- b. Masonry Work

Unfinished Business –

- a. Updated Bylaws, Ordinance 17-3 – Third Reading

New Business –

- a. Records Disposal
- b. Credit Card Machine Security Policy (for PCI Compliance)
- c. Cataloger Job Description
- d. Youth Services Assistant Job Description
- e. USA Patriot Act and Policy
- f. Illinois Freedom of Information Act Policy
- g. In Service Training and Meetings
- h. Disabled Patron Policy
- i. Grievance Policy

Adjournment

Date for next Regular Meeting – March 9, 2017