

**Glen Carbon Centennial Library District
Board Meeting Agenda
Thursday, January 11, 2018 at 7:00 p.m.
Community Room**

Call to Order

Roll Call

Recognition of Visitors –

Accept or correct following minutes:

- 11.9.17 Board Minutes

Communications

Director’s Report – Christine Gerrish

- Roof Update
- Water Damage

Treasurer’s Report – Robert Paty

- November and December, 2017 Financials and Transfers

Unfinished Business –

- Trustees Orientation Handbook

New Business –

- 2018 Meeting Dates
- Sexual Harassment Policy
- Staffing for Election Dates
- Closed Minutes Review

Adjournment

Date for next Regular Meeting – February 8, 2018

**Glen Carbon Centennial Library District
Board Meeting Agenda
Thursday, February 8, 2018 at 7:00 p.m.
Community Room**

Call to Order

Roll Call

Recognition of Visitors –

Accept or correct following minutes:

- 1.11.18 Board Minutes

Communications

Director's Report – Christine Gerrish

- Roof Update
- Water Damage

Treasurer's Report – Robert Paty

- January, 2018 Financials and Transfers

Unfinished Business –

- Trustees Orientation Handbook
- Health Insurance

New Business –

- Prorated Holiday Policy
- Library Hours on Sunday/Library Hours Policy
- Accounting Contract

Adjournment

Date for next Regular Meeting – March 8, 2018

Glen Carbon Centennial Library District
Board Meeting Agenda
Thursday, March 8, 2018 at 7:00 p.m.
Community Room

Call to Order

Roll Call

Recognition of Visitors –

Accept or correct following minutes:

- 2.8.18 Board Minutes

Communications

Director's Report – Christine Gerrish

- Roof Update
- Water Damage

Treasurer's Report – Robert Paty

- February, 2018 Financials and Transfers

Unfinished Business –

- Health Insurance Approvals

New Business –

- Homecoming Parade
- First Review – Draft Budget
- Library Director's Annual Review

Adjournment

Date for next Regular Meeting – April 12, 2018

Glen Carbon Centennial Library District
Board Meeting Agenda
Thursday, April 12, 2018 at 7:00 p.m.
Community Room

Call to Order

Roll Call

Recognition of Visitors –

Accept or correct following minutes:

- 3.8.18 Board Minutes

Communications

Director's Report – Christine Gerrish

- Roof Update
- Water Damage

Treasurer's Report – Robert Paty

- March, 2018 Financials and Transfers

Unfinished Business –

- Health Insurance

New Business –

- Homecoming Parade
- Draft Budget
- Library Director's Annual Review
- Copier
- Library History

Adjournment

Date for next Regular Meeting – May 10, 2018

**Glen Carbon Centennial Library District
Board Meeting Agenda
Thursday, May 10, 2018 at 7:00 p.m.
Community Room**

Call to Order

Roll Call

Recognition of Visitors –

- Candidates for Open Board Position

Accept or correct following minutes:

- 4.12.18 Board Minutes

Communications

Director's Report – Christine Gerrish

- Roof Update
- Water Damage Update

Treasurer's Report – Robert Paty

- April, 2018 Financials and Transfers

Finance Committee – Bob Paty (Chair), Bob Hormell, Deborah Owan

- Minutes from March 13, 2018

Unfinished Business –

- Budget 2018-2019 – Final Review
- Copier

New Business –

- Anne Link Resignation Letter
- Library Carpet
- Library Spaces
- Probation Policy
- Children's Associate Position
- Library History
- 2018 Nonresident Card Fees
- June Meeting – Change in Venue to Police Station Community Room

Adjournment

Date for next Regular Meeting – June 14, 2018

**Glen Carbon Centennial Library District
Board Meeting Agenda
Thursday, June 14, 2018 at 7:00 p.m.
Glen Carbon Police Station Community Room
149 North Main Street
Glen Carbon, Illinois 62034**

Call to Order

Roll Call

Recognition of Visitors –

Swearing in of New Board Member

Accept or correct following minutes:

- 5.10.18 Board Minutes

Communications

Director's Report – Christine Gerrish

- Roof Update
- Water Damage Update

Treasurer's Report – Robert Paty

- May, 2018 Financials and Transfers

Unfinished Business –

- Budget 2018-2019 – Final Review
- Copier
- Library Carpet

New Business –

- 18-3 Prevailing Wage Ordinance
- 18-4 Building & Maintenance Ordinance
- Conference Table
- Meeting Room Policy
- Library Director Job Description
- Circulation Manager Job Description

Adjournment

Date for next Regular Meeting – July 12, 2018

**Glen Carbon Centennial Library District
Board Meeting Agenda
Thursday, July 12, 2018 at 7:00 p.m.
Glen Carbon Centennial Library Conference Room
198 South Main St.
Glen Carbon, Illinois 62034**

Call to Order

Roll Call

Recognition of Visitors –

Appointment of Library Board Secretary

Accept or correct following minutes:

- 6.14.18 Board Minutes

Communications

Director's Report – Christine Gerrish

- Roof Update
- Water Damage Update

Treasurer's Report – Robert Paty

- June, 2018 Financials and Transfers

Unfinished Business –

- Library Carpet
- Conference Room Furniture
- Meeting Room Policy

New Business –

- Accept Resignation of Robert Paty as Treasurer
- Appointment of Library Board Treasurer
- Library Board Appointee Discussion
- Discussion of Ordinance 16-4 Budget & Appropriation

Adjournment

Date for next Regular Meeting – August 9, 2018

**Glen Carbon Centennial Library District
Board Meeting Agenda
Thursday, August 9, 2018 at 7:00 p.m.
Glen Carbon Centennial Library Conference Room
198 South Main St.
Glen Carbon, Illinois 62034**

Call to Order

Roll Call

Recognition of Visitors –

Accept or correct following minutes:

- 7.12.18 Board Minutes

Communications

Director's Report – Christine Gerrish

- Roof Update
- Water Damage Update

Treasurer's Report – Robert Paty

- July, 2018 Financials and Transfers

Unfinished Business –

- Library Carpet
- Conference Room Furniture

New Business –

- Annual Report
- Library Board Meeting Dates
- Vacation Policy
- Discussion of Ordinance 16-4 Budget & Appropriation

Adjournment

Date for next Regular Meeting – September 13, 2018

**Glen Carbon Centennial Library District
Board Meeting Agenda
Tuesday, September 18, 2018 at 7:00 p.m.
Glen Carbon Centennial Library Conference Room
198 South Main St.
Glen Carbon, Illinois 62034**

Call to Order

Roll Call

Recognition of Visitors –

Public Hearing for Ordinance 18-4 Budget & Appropriation

Accept or correct following minutes:

- 8.9.18 Board Minutes

Communications

Director's Report – Christine Gerrish

- Water Damage Update

Treasurer's Report – Robert Paty

- August, 2018 Financials and Transfers

Unfinished Business –

- Library Carpet
- Ordinance 18-4 Budget & Appropriation

New Business –

- Ordinance 18-5 Tax Levy

Adjournment

Date for next Regular Meeting – October 16, 2018

**Glen Carbon Centennial Library District
Board Meeting Agenda
Tuesday, October 16 2018 at 7:00 p.m.
Glen Carbon Centennial Library Conference Room
198 South Main St.
Glen Carbon, Illinois 62034**

Call to Order

Roll Call

Recognition of Visitors –

Acceptance of resignation of Robert Paty

Swearing in of Robert David Klingensmith

Accept or correct following minutes:

- 9.18.18 Board Minutes

Communications

Director's Report – Christine Gerrish

- Carpet Update

Treasurer's Report – Robert Paty

- September, 2018 Financials and Transfers

Unfinished Business –

- Ordinance 18-5 Tax Levy

New Business –

- Meal and Breaks Policy
- IMRF

Adjournment

Date for next Regular Meeting – November 27, 2018

**Glen Carbon Centennial Library District
Board Meeting Agenda
Tuesday, November 27, 2018 at 7:00 p.m.
Glen Carbon Centennial Library Conference Room
198 South Main St.
Glen Carbon, Illinois 62034**

Call to Order

Roll Call

Recognition of Visitors –

Annual Audit Report – Kevin Tepin

Accept or correct following minutes:

- 10.16.18 Board Minutes

Communications

Director's Report – Christine Gerrish

- Long Range Plan
- Staff Training Day

Treasurer's Report – David Boduch

- October, 2018 Financials and Transfers
- End of the Year Transfer

Personnel Committee – Deborah Owen

- Revisit Director evaluation process (Closed Session)

Unfinished Business –

- Copier
- Letters to patrons

New Business –

- Study Room Policy
- Disposal of Inventory Policy
- Committee Assignments
- Closed Minute Review
- Review Illinois Standards Chapter 8 – Public Service
- Review Trustees Facts File Chapters 6-10

Adjournment

Date for next Regular Meeting – January 15, 2019