

**ZION-BENTON PUBLIC LIBRARY DISTRICT REGULAR MONTHLY BOARD MEETING**  
Place: Zion-Benton Public Library, Meeting Room B, 2400 Gabriel Ave., Zion, IL 60099  
6:30 p.m. Tuesday, April 25, 2017

## AGENDA

### I. CALL TO ORDER & ROLL CALL

### II. PLEDGE OF ALLEGIANCE

### III. SWEARING IN OF NEW TRUSTEES

### IV. AGENDA

- ACTION** a. Adopt Agenda.

### V. COMMENTS BY VISITORS

Visitors are asked to identify themselves by stating their name and organization or purpose. General visitor comments are invited at this time. Visitor comments specific to an agenda item will be allowed at the beginning of the agenda item's discussion. Visitor comments are limited to 5 minutes or less.

### VI. MINUTES

- |               |  |                   |
|---------------|--|-------------------|
| <b>ACTION</b> | a. Approve minutes from the 2/28/17 Regular Meeting.                   | Enclosed          |
| <b>ACTION</b> | B Approve minutes from the 3/21/17 Regular Meeting.                    | Enclosed          |
| <b>ACTION</b> | c. Approve minutes from the 3/21/17 Regular Meeting Executive Session. | To be Distributed |
| <b>ACTION</b> | d. Approve minutes from the 4/18/17 Finance Committee Meeting          | Enclosed          |

### VII. TREASURER'S AND INVESTMENT REPORT AND BILLS

- |               |   |          |
|---------------|---|----------|
|               | a. Treasurer's Report and Investment Report: Ending 03/31/17. | Enclosed |
| <b>ACTION</b> | b. Bills: March 2017.   | Enclosed |

### VIII. REPORTS

- |  |                      |          |
|--|----------------------|----------|
|  | a. Finance Committee | Enclosed |
|  | b. Other.            |          |

### IX. LIBRARY DIRECTOR'S REPORT

- |    |  |                   |
|----|--|-------------------|
| a. | Statistical Report.  | Enclosed          |
| b. | Narrative Report.  | Enclosed          |
| c. | Incident Report for March 2017.  | Enclosed          |
| d. | Accentuate the Positive.   | To be Distributed |
| e. | Communications.  | To be Distributed |
| f. | Trustee Development – <i>Serving our Public 3.0</i>                      |                   |
| 1. | Summary of Chapter 2: Governance and Administration ( <i>Mrs. Onan</i> ) | Enclosed          |
| 2. | Assign Chapter 3: <i>Personnel</i>                                       | Enclosed          |

### X. UNFINISHED BUSINESS

- |               |  |          |
|---------------|--|----------|
| <b>ACTION</b> | a. Director's Evaluation Process and Forms | Enclosed |
|---------------|--|----------|

### XI. NEW BUSINESS

- |               |  |          |
|---------------|--|----------|
| <b>ACTION</b> | a. HVAC Contract Proposal                  | Enclosed |
|               | b. Cash Flow Forecast                      | Enclosed |
| <b>ACTION</b> | c. Johnson's Landscaping Contract          | Enclosed |
| <b>ACTION</b> | d. Schedule of Meetings for FY 2017-18     | Enclosed |
| <b>ACTION</b> | e. Budget and Levy Calendar for FY 2017-19 | Enclosed |

### XII.

- |    |                     |  |
|----|---------------------|--|
| a. | 5 ILCS 120/2(c)(1). |  |
|----|---------------------|--|

### XII. ADJOURNMENT

- |               |                     |  |
|---------------|---------------------|--|
| <b>ACTION</b> | a. Move to Adjourn. |  |
|---------------|---------------------|--|