

DISTRIBUTION OF MEETING INFORMATION

Board Meeting Notices – Village Hall & Metra Station.

Agenda hard copy – WPL legal bulletin board. *Agenda email* – all staff & Pres. of the Friends.

Agenda & attachments hard copy – WPL Ref. Desk. *Agenda & attachments electronic copy* – WPL website.

WILMETTE PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES MEETING AGENDA
Tuesday, June 18, 2019 at 7:30 pm in the staff lounge

- I. Call to Order and Roll Call.
- II. May 21, 2019 Minutes of Monthly Board Meeting. **Attachment 1**
- III. Presentation. None.
- IV. Public Comment. Meeting attendees who wish to address the WPL Board of Trustees do so here.
- V. Treasurer's Report
 - A. Financial Reports for May. **Attachment 2**
 - B. Check Detail / Bills and Salaries for May. **Attachment 3**
- VI. Action Items.
 - A. Consent in Lieu of Joint Annual Meeting of Directors of WPL Endowment Fund. Trustees of the Wilmette Public Library District are also officers and directors of the Wilmette Public Library District Endowment Fund. The Endowment Fund is a legally recognized Not-for-Profit Corporation in Illinois. The consent form designates directors and officers for the Endowment Fund and approves actions and minutes that the directors and officers may have taken for the Endowment Fund. Approval of the consent form replaces the need to have an annual meeting for the Endowment Fund. **Attachment 4**
 - B. Annual Budget for Fiscal Year 2019-20. The Finance Committee met on June 11, 2019 to conduct the second review of the draft annual budget for fiscal year 2019-20. Trustees Riddle and Barshis also attended this meeting. The Finance Committee recommends that the FY 2019-20 budget as presented in the accompanying attachment be approved. The budget includes 3% cost of living adjustment for salaries of staff members. **Attachment 5**
 - C. Resolution No. 2018/19-201, Amending a Plan and Estimating Costs. This resolution outlines potential long-range capital fund expenditures in the Special Reserve Building and Equipment (B/E) Fund. **Attachment 6**
- VII. Discussion Items.
 - A. Village proposal for Storm Water Sewer Usage Fee. Trustee Barshis will summarize the June 13, 2019 Village meeting regarding this topic.
- VIII. Director's Report. An update on the outdoor renovation project, cooperative projects and community engagement reports, monthly statistics, and other information are included in this section. **Attachment 7**
- IX. Committee Reports.
 - A. ILA Representative. Illinois Library Association Newsletters have been emailed to trustees. Trustee Barshis will review the newsletters.
 - B. Policy Committee. Trustee McDonald will summarize the June 3, 2019 meeting of the Policy Committee. Members of the committee are trustees McDonald (chair), Rodgers, and Wolf. Trustee Barshis and Director Auston also attended the meeting.
 - C. Finance Committee. Chair Rodgers summarized the most recent meeting of the Finance Committee in VI-B.
 - D. Assign Board Committees and Committee Members. President McDonald will present committee assignments. The Board president is an ex-officio member of all committees. **Attachment 8**

X. Information Items.

A. Summer Sunday hours began June 16. WPL will be open 1pm to 5pm on Sundays until August 25.

B. For Independence Day, WPL will close Wednesday, July 3 at 5 pm and be closed all day Thursday, July 4.

C. As a requirement of IPLAR, Illinois Public Library Annual Report, the Board Minutes Audit Committee is required to review minutes of WPL Board of Trustees meetings of FY 2018-19 prior to the August 2019 Board meeting.

D. The ILA Annual Conference will be held October 22 – 24, 2019 at the Tinley Park Convention Center in Tinley Park Illinois. Registration is now open. For additional information, please visit the ILA website, www.ila.org.

E. Communication. Comments from suggestion boxes will be distributed at the meeting. **Attachment 9**

XI. New Business / Old Business.

A. Kenilworth Public Library District Proposal for Book Drop Service.

XII. Closed Meeting. After the monthly Board meeting, the WPL Board of Trustees will convene in a closed meeting to perform the annual review of the Director's performance and to review minutes from previous closed/confidential meetings in compliance with 5 ILCS 120/2.06(d) and 5 ILCS 120/2c(1) of the Illinois Open Meetings Act.

XIII Open Meeting. After the closed meeting, the WPL Board of Trustees will convene in an open meeting to summarize activities conducted in the closed meeting.

XIV. Adjournment.