



# ELK GROVE VILLAGE PUBLIC LIBRARY

---

## AGENDA

Pages 1-3

### ELK GROVE VILLAGE PUBLIC LIBRARY BOARD OF TRUSTEES

Regular Meeting February 6, 2024  
Lee Maternowski Meeting Room  
7:00 PM

#### **1. Call to Order: Trustees**

Catania, Maternowski, Shafar, Valentino, Vitale, Weiland, President Barnett

#### **2. Approval of Minutes**

Pages 4-7

1) Regular Meeting held January 9, 2024 \*

The Board will review the draft meeting minutes from the above date and potentially vote their approval.

#### **3. Agenda Review**

#### **4. Communications**

Pages 8-18

#### **5. Audience to Visitors (Public Comment)**

## **6. Financial Report and Accounts Payable Schedule**

Pages 19-29

- 1) Accounts Payable Schedule dated February 6, 2024 in the amount of \$\*217,192.53  
The Board will review and potentially vote on the approval of the Accounts Payable Schedule.

## **7. Reports of Committees:**

### Building and Grounds

Barnett, Catania, Maternowski, Valentino, Vitale, Weiland

### Personnel

Barnett, Shafar, Valentino

### Policy

Barnett, Shafar, Maternowski

### Community Relations

Barnett, Catania, Nelson, Vitale, Weiland

## **8. Reports of the Library Director and Department Heads**

Pages 30-63

## **9. Pending Business**

Pages 64-70

- 1) Section: III Departmental Responsibilities, Subject A: Circulation Department Policy, Library Cards\*  
The Board will consider and potentially vote to approve an update to this policy.

## **10. New Business**

Page 71-80

- 1) The Board will consider and potentially vote to approve the following revisions to the Circulation Policy\*
  - a. Section: III Departmental Responsibilities, Subject A: Circulation Department Policy, 10. Loan Policies
  - b. Section: III Departmental Responsibilities, Subject A: Circulation Department Policy, 11. Overdue Materials

- 2) The Board will consider and potentially vote to approve the following updates to the Personnel Policy\*
  - a. Section: IV Personnel, Subject C: Benefits, Vacation Time
  - b. Section: IV Personnel, Subject C: Benefits, Maternity and Parental Leave
  - c. Section: IV Personnel, Subject C: Benefits, Funeral Leave
  - d. Section: IV Personnel, Subject C: Benefits, Paid Holidays
  - e. Section: IV Personnel, Subject C: Benefits, Dental Insurance
  
- 3) Schedule Committee of the Whole Meeting

## **11. Closed Session\***

The Board of Library Trustees may meet in Closed Session under the exception of the Open Meetings Act ILCS Chapter 5, Act 120, Section 120/2:

- 1) To consider minutes of meetings lawfully closed under the Act.

## **12. Open Session\***

- 1) Minutes of Closed Sessions\*
  - a) Approve Closed Session Minutes
  - b) Release Closed Session Minutes for Public Treatment
  - d) Authorize Destruction of Audio-recorded Closed Sessions

The Board will potentially approve and release minutes, and authorize destruction of verbatim recordings of closed session meetings.

## **13. Adjournment\***

Note: An asterisk (\*) at the end of a line means a vote may be taken on the matter preceding it

In compliance with the Americans with Disabilities Act and other applicable Federal and State laws, the meeting will be accessible to individuals with disabilities. Persons requiring auxiliary aids and/or services should call 847-439-0447 x239, preferably no later than five days before the meeting.