



28 W 751 Stafford Place • Warrenville, IL 60555 • 630/393-1171 • Fax 630/393-1688

**WARRENVILLE PUBLIC LIBRARY DISTRICT**  
**Regular Meeting of the Board of Trustees**  
**Wednesday, December 19, 2018, 7:00 p.m.**  
Location: Library Meeting Room

**AGENDA**

Visitors are welcome to all meetings of the Board of Trustees. Anyone who wishes to address the Board during Public Comments must fill out a sign up sheet prior to the start of the meeting. Speakers are limited to three (3) minutes. The Board requests that a group appoint one (1) speaker to present the views of the entire group. Speakers will state name and address before addressing the Board. While the Board appreciates all questions and comments, they will not respond at the meeting, but may choose to do so at a later time.

1. Call to order
2. Roll Call (Trustees DuRocher, Lezon, Picha, Richardson, Ruzicka, Stull, Warren)
3. Approval of the agenda **(ACTION)**  
*Trustees may request to remove any items from the consent or regular agenda at this time. Discussion only items may also be added to the regular agenda at this time.*
4. Presentations
  - a. Overview of Public Services (Head of Public Services Leila Heath)
5. Public comments
6. Correspondence
7. Consent Agenda **(ACTION)**
  - a. Approve Minutes of November 14, 2018 Public Hearing
  - b. Approve Minutes of the November 14, 2018 Regular Board of Trustees Meeting
  - c. Receive and file Financial Report for November
  - d. Certify Statement of Economic Interest List and Authorize Submission of Information to DuPage County
  - e. Authorize Library Staff to Submit the FY19 Public Library Per Capita Grant Application and FY17 Expenditure Report to the Illinois State Library

8. Regular Agenda
  - a. Approve payments for the period of November 15 – December 19, 2018 **(ACTION)**
  - b. Approve transfer of funds **(ACTION)**
9. Unfinished Business
  - a. Adopt Ordinance #18-19-05 Fixing Regular Meetings for 2019 **(ACTION)**
10. New Business
  - a. Distribute 2019 Calendar of Responsibilities (*discussion only*)
  - b. Approve Revised Policy No. 230 – Collection Development Policy **(ACTION)**
  - c. Approve Revised Policy No. 240 – Reference Service Policy **(ACTION)**
  - d. Consideration of Disposition of Certificate of Deposit at MB Financial Bank **(ACTION)**
  - e. Approve Contract for Cleaning Services **(ACTION)**
11. Director's Report
12. Department Head Reports
13. President's Report
  - a. Next meetings or events
14. Treasurer's Report
15. Secretary's Report
16. Committee Reports
17. Trustee Comments
18. Items for information and/or discussion (No Action)
19. Closed Session
20. Discussion/action resulting from the above closed session **(ACTION)**
21. Adjournment **(ACTION)**