

**BOARD OF TRUSTEES**  
**GREEN HILLS PUBLIC LIBRARY DISTRICT**

**February 18, 2019**

**AGENDA**

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**REGULAR MEETING -5:30 pm**

- I. Call to Order
- II. Roll Call and Pledge of Allegiance
- III. Acknowledgement of Visitors
- IV. Approval of Minutes  
Regular Meeting Minutes of November 19, 2018
- V. Operating Fund Treasurer's Report and Warrants:
  - #6 (December)
  - #7 (January)
  - #8 (February)
- VI. President's Report
- VII. Public Comment
- VIII. Director's Report
- IX. New Business:

Action Items:

**19-02-01 Approve Pro Pay through SWAN**

We are asking the Board to issue a Resolution that would allow our Library to accept credit card payments of Library fees and fines via the Pro Pay Program established by SWAN. A number of public libraries are already participating in this program successfully. Transactions are facilitated through the Internet.

**19-02-02 Approve Ordinance #1200 Authorizing Public Library Non-Resident Cards**

The fee, based on the General Mathematical Formula for the 2019-2020 fiscal year will be \$228.00.

**19-02-03 Approve Ordinance #1201 Abating Taxes Levied For the Year 2018**

To pay debt service on General Obligation Bonds (Alternative Revenue Source), Series 2014 of the Green Hills Public Library District, Cook County, Illinois. Original issue is \$5,500,000. This Levy is abated every April and only collected in the event of a problem with the EAV. The tax for the year 2018 in the Bond Ordinance is abated in its entirety.

**19-02-04 Approve Early Closure of Library on June 7**

We would like approval to close the Library at 5pm on this day to hold Department Meetings.

**19-02-05 Amend Conditions of Work Policy**

We would like to amend this policy to include flextime as an available option for eligible employees.

**19-02-06 Amend Professional Activities and Staff Development Policy**

We would like to amend this policy to add the option of opening late for department meetings. In 2018, we closed early four times throughout the year for department meetings, but having the option to potentially open late would be helpful in accommodating all staff. In addition, the proposed amendment will clarify mandatory attendance and payroll procedures.

**19-02-07 Amend Library Holidays and Closings Policy**

We would like to amend this policy to add the option of opening late for department meetings. In 2018, we closed early four times throughout the year for department meetings, but having the option to potentially open late would be helpful in accommodating all staff.

**19-02-08 Amend Program Policy**

We are proposing amendments to this policy to clarify the minimum liability limits for insurance carried by a program presenter.

**19-02-09 Amend Meeting Room Policy**

We are proposing amendments to this policy to clarify the minimum liability limits for insurance carried by an organization requesting to use the Library's Meeting Room.

X. Correspondence / Articles / Meetings / Events and News

XI. Document Signing

XII. Adjournment