

BOARD OF TRUSTEES
GREEN HILLS PUBLIC LIBRARY DISTRICT

November 21, 2016

AGENDA

REGULAR MEETING -5:00 pm

- I. Call to Order
- II. Roll Call and Pledge of Allegiance
- III. Acknowledgement of Visitors
- IV. Approval of Minutes
Regular Meeting Minutes of October 17, 2016
- V. Operating Fund Treasurer's Report and Warrant:
 - #5
- VI. President's Report
- VII. Public Comment
- VIII. Director's Report
- IX. New Business:

Action Item:

16-11-60 Approval to Amend Library Cards Policy

In an effort to reduce paper waste, we would like to go paperless with library card registration. In doing so, we will no longer be receiving written consent from the parent/guardian, which is currently stated in our policy. We would like to amend the policy on youth library cards to read, "A child under the age of eighteen may become a cardholder only with the cooperation and ~~written~~ consent of the applicant's custodial parent or legal guardian." Many other libraries have successfully implemented paperless library card registration and it also saves staff time.

16-11-61 Approval to Remove Request to Use Digital Sign Policy from Our General Policy Manual

The Digital Sign on 103rd Street was removed during the recent construction and is therefore no longer available and should be taken out of our General Policy Manual.

16-11-62 Approval to Install Commemorative Tile for Colletta Hoffman

Colletta Hoffman served as a Trustee for the Green Hills Public Library District for 8 years. We would like approval to install a commemorative tile in her memory. Sonata Kazimieraitiene's cost will be approximately \$400.00.

16-11-63 Approval to Adopt Resolution #1095 Travel Reimbursement Policy

This Resolution is required in order to be compliant with the Local Government Expense Control Act 099-0604 which becomes effective January 1, 2017. A policy is required to govern reimbursement for all travel, meal, and lodging expenses of officers and employees.

16-11-64 Approval to Amend Employee Sick Leave Policy in Our Employee Manual

We would like approval to amend the Employee Sick Leave Policy to be compliant with the new Illinois Employee Sick Leave Act, which will be in effect January 1, 2017. This new policy expands an employee's ability to use sick leave for an eligible family member on the same terms that they are able to use it for themselves.

16-11-65 Approval to Upgrade Existing Security Camera Equipment Including Exterior Cameras on the East Side of the Building to Cover the New Sidewalk and the West Side of the Building to Cover the Fence Line

We recommend the outright sale option of an initial investment of \$42,410.00 together with a quarterly charge to include full maintenance on all equipment for \$1,278.00.

X. Correspondence / Articles / Meetings / Events and News

XI. Document Signing

XII. Adjournment