

BOARD OF TRUSTEES
GREEN HILLS PUBLIC LIBRARY DISTRICT

October 17, 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/Public Hearing of September 19, 2016
- V. Operating Fund Treasurer's Report and Warrant:
 - #4
- VI. President's Report
- VII. Public Comment
- VIII. Director's Report
- IX. New Business:

Action Item:

- 16-10-52 Approval of Ordinance #1186 2016/2017 Tax Levy**
This annual levy is necessary in order to have the county extend taxes that are legally due us. The total levy for all funds is \$2,889,726. Our attorney reviewed the funds and prepared the ordinance.
- 16-10-53 Approve "Lump Sum Payout to Illinois Municipal Retirement Fund"**
We recommend that the Board approve a one-time payment of \$100,000 to reduce our pension liability and keep our rate lower. This distribution has already been accounted for in the 2016-2017 budget. The money will be paid in December.
- 16-10-54 Approval to Amend Study Room & Discussion Room Policy**
We would like to amend #4 of the Study Room Policy to allow reservations for single study rooms. With this change, our policy for single study rooms will align with our policy for discussion rooms, which states, "Reservations may be made

up to one week in advance by Green Hills Public Library District cardholders only; otherwise use is on a first-come, first-served basis at no charge. "Walk ins" do not need to be Green Hills Public Library District cardholders. Reservations will be held for 10 minutes after the reservation is scheduled to begin." This has been a frequent request of individuals who are searching for a quiet and private place to study within the Library.

16-10-55 Approval to Amend media:scape Policy

We would like to remove #2 from this policy which states that cardholders must be in good standing with no fines. Staff feels that it is no longer necessary to exclude users with overdue fines that are looking for a collaboration or meeting space. Our policies for study and discussion rooms do not prohibit users with overdue fines. This policy amendment will keep our private room policies in line with one another.

16-10-56 Approval to Allow Holds on All DVDs/Blu-Rays and Video Games

We would like to modify our circulation policies to allow patrons to place holds on all DVDs/Blu-Rays and video games. All DVDs/Blu-Rays include any title that is new or non-new within our feature collection, children's, foreign films, and television series. With the installation of our new hold pickup shelving, we are now able to accommodate more materials. This has been a long time request of our patrons and they would be very pleased with this change.

16-10-57 Approval to Amend Trustee Bylaws to Include Board Development

Please see attached documentation. Changes are in red.

16-10-58 Approval to Amend Professional Activities and Board and Staff Development in the Employee Policy Manual

Please see attached documentation. Changes are in red.

16-10-59 Approval of Board Meeting Dates for 2017

See attached documentation.

X. Correspondence / Articles / Meetings / Events and News

XI. Document Signing

XII. Adjournment