

**BOARD OF TRUSTEES  
GREEN HILLS PUBLIC LIBRARY DISTRICT  
September 16, 2019**

**PUBLIC HEARING  
2019/2020 BUDGET & APPROPRIATIONS ORDINANCE  
5:30 P.M.  
REGULAR MEETING  
IMMEDIATELY FOLLOWING PUBLIC HEARING**

---

- I. Call to Order
- II. Roll Call and Pledge of Allegiance
- III. Acknowledgement of Visitors
  - George Roach of George Roach Associates, PC
  - Susan Wade, First Midwest Bank
- IV. Oath of Office
  - Steve Stratakos
- V. Approval of Minutes  
Regular Meeting Minutes of August 19, 2019
- VI. Operating Fund Treasurer's Report and Warrants:
  - #3
- VII. President's Report
- VIII. Public Comment
- IX. Director's Report
- X. New Business:

Action Item:

**19-09-28 Approve 2019/2020 Budget & Appropriations Ordinance #1203**

We would like to approve the 2019/2020 Budget & Appropriations Ordinance #1203 in the amount of \$8,032,955. This Ordinance, as prepared by Klein, Thorpe, and Jenkins, is approved annually and sets legal spending limits for the Library District.

**19-09-29 Approval to Add Fraud Prevention Services to First Midwest Bank Accounts**

We would like to request approval to add Fraud Prevention Services to our First Midwest bank accounts. The monthly maintenance fee for these services would be \$80.00.

**19-09-30 Amend General Policy Manual**

We would like approval to remove the Ebook Reader Lending Policy, WiFi Hotspot Lending Policy, and Roku Lending Policy and replace those with a new Device Lending Policy. We will use this single lending policy for any new devices that are added to the Library collection instead of creating a unique policy for each device. This change also necessitates some modifications to the Library Fees and Circulation Policies within the Appendix of the Policy Manual.

**19-09-31 Amend Background Check Policy**

We would like approval to modify our Background Check Policy to the minimum age for running these checks. Background checks should be run on all employees regardless of age; those who are under 18 will need to provide written parental consent.

**19-09-32 Amend Resignation and Retirement Policy**

We would like approval to remove wage rates from the list of information provided during reference checks of current and former employees. This change is necessary for compliance with new state legislation that prohibits employers from asking for this information. This law goes into effect on September 29, 2019.

**19-09-33 Amend Employee Handbook**

We would like approval to amend several policies to make necessary updates with regard to the tasks that now fall under Human Resources. The policies include:

- Employee Responsibilities
- Personnel Benefits: Insurance
- Personnel Benefits: Retirement & Savings
- Personnel Benefits: Personnel Privileges
- Victims' Economic Security and Safety Act: Statement of Policy
- Accidents or Injury on the Job
- Personnel Records

XI. Correspondence / Articles / Meetings / Events and News

XII. Document Signing

XIII. Adjournment