

**TRI-CITY PUBLIC LIBRARY DISTRICT**

**BOARD OF TRUSTEES MEETING**

**AGENDA**

**TUESDAY, November 20, 2018**

**7:00 pm**

- I. Call to Order
- II. Pledge of Allegiance
- III. Roll Call
- IV. Recognize Visitors/Public Presentations to Board
- V. Approval of Agenda
- VI. Approval of minutes from October 16, 2018 Board Meeting
- VII. Treasurer's Report/Reading of Bills for Approval
  - A. Balance sheet/Expenditures (HANDOUT)
  - B. Approval of Bills for September-October (HANDOUT)
  - C. Discussion and vote on electronic banking option.
- VIII. Correspondence and Communications
- IX. Committee Reports
  - A. Fundraising
  - B. Personnel
  - C. Strategic Planning/Steering
  - D. Building Finance
  - E. Program Planning
- X. Head Librarian's Report (HANDOUT)
- XI. Old Business
  - A. FY 2019 Per Capita Grant Requirements
  - B. Review of Chapter 8 of the Illinois Library Standards
- XII. New Business
  - A. Approval of FY 2019 Levy Ordinance
- XIII. Adjournment

## UPCOMING DATES

**December 4, 2018:** Last day (1<sup>st</sup> Tuesday in December) to adopt levy ordinance which incorporates budget and appropriation ordinance. (The levy ordinance cannot be enacted until after publication of budget and appropriation ordinance.) (75 ILCS 16/30-85)

**December 10, 2018:** First day (113 days before 2/26/19 consolidated primary election) to file certificates of nomination and nomination papers for the Library Board of Trustees with local election officials. (10 ILCS 5/10-6)

**December 17, 2018:** Last day (106 days before 4/2/19 consolidated election) to file certificates of nomination and nomination papers for the Library Board of Trustees with local election official. (10 ILCS 5/10-8)

**December 24, 2018:** Last day (5 business days after last day for filing) to object to certificates of nomination and nomination papers. (10 ILCS 5/10-8)

**December 25, 2018:** Last day (last Tuesday of December) for secretary to file a certified copy of levy ordinance which incorporates budget and appropriation ordinance with County Clerk. (74 ILCS 16/30-85)

**December 27, 2018:** Last day (within 180 days after fiscal year end) to file Audit Report and Annual Financial Report with Comptroller and County Clerk. (75 ILCS 16/30-45; 35 ILCS 200/30-30 and 50 ILCS 310/1)

**December 31, 2018:** Last day (statute requires bi-annual compliance) for the second half review of the minutes of all closed sessions under the Open Meetings Act as to whether or not the minutes should remain sealed or can be publicly disclosed. (5 ILCS 120/2.06)

**December 31, 2018:** Last day (within 6 months after fiscal year) for library treasurers to prepare sworn Report of Receipts and Disbursements and file with County Clerk. Also last day to publish said reports, if necessary. (30 ILCS 15/1 and 15/2)