



WESTMONT PUBLIC LIBRARY

428 N Cass Ave, Westmont, IL 60559

630 969 5625

westmontlibrary.org

Providing the community with the keys to lifelong learning.

PUBLIC NOTICE

The Westmont Public Library will hold its regular meeting of the Board of Trustees on Tuesday, October 17, 2017 at 7:00 P.M. in the Community Room at the Westmont Public Library, 428 North Cass Avenue, Westmont, Illinois 60559

Agenda

- 1) Call to Order
- 2) Roll Call
- 3) Pledge of Allegiance
- 4) Approval of Consent Agenda
 - a. Minutes of the bylaws and policy committee meeting: September 19, 2017
 - b. Minutes of the regular board meeting: September 19, 2017
 - c. Communications log: October 2017
 - d. Director's report: October 2017
- 5) Open Forum
 - a. Public
 - b. Board
 - c. Director
 - d. Staff
- 6) Additions & Deletions
- 7) Treasurer's Report
- 8) Bills and Salaries
- 9) Unfinished Business
 - a. None
- 10) New Business
 - a. Board to consider a motion to approve the 2017 levy resolution for FY19
Information: Per the Illinois Local Library Act, the library board must submit a tax levy request to fund its upcoming fiscal year to the Village of Westmont for inclusion in their tax levy ordinance.
Documents: [FY19 levy report.pdf](#), [FY19 levy draft.pdf](#), [FY19 draft levy resolution.pdf](#)

- b. Board to consider a motion to approve a 48 month copier contract with Konica Minolta for an annual cost of \$5,845.50 and a total cost of \$23,382
Information: Due to the need for new copiers, staff recommend the Board approve the Konica copier lease-to-own contract for a 48 month term.
Documents: [Copier report October 2017.pdf](#), [Konica copier pricing sheet.pdf](#)
- c. Board to consider a motion to declare two Konica copiers as surplus property
Information: Staff request the Board declare copiers as surplus property per the Disposal of Surplus Property Policy
Documents: [Surplus property report October 2017.pdf](#)
- d. Board to consider a motion to approve Christmas Eve 2017 as a paid holiday for all staff
Information: Christmas Eve is an approved paid holiday but this year, because it falls on a Sunday, would not be paid for most staff per the Personnel Policy. It is recommended the Board approve it as a paid holiday for all staff.
- e. Review of the Personnel Policy
Information: The Bylaws and Policy Committee reviewed most of the Personnel Policy at their September committee meeting. This discussion is the completion of that review.

11) Executive Session

12) Resume Open Session

13) New Business (continued)

14) Adjournment

Note: Any person who has a disability requiring a reasonable accommodation to participate in the meeting should contact Julia Coen, Library Director, 9:00 A.M. to 5:00 P.M. Monday through Friday, Westmont Public Library, Westmont, Illinois, 60559; Telephone (630) 969-5625 x 221 or email jcoen@westmontlibrary.org, within a reasonable time before the meeting.

All interested persons in attendance will be allowed to express their views in accordance with policy.