



## WESTMONT PUBLIC LIBRARY

428 N Cass Ave, Westmont, IL 60559  
630 869 6150  
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, December 17, 2019 at 7:00 P.M. in the Community Meeting 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 regular board meeting: November 19, 2019  
Document: [2019 11 19 Draft Minutes Board Meeting.pdf](#)
  - b. Minutes of the policy committee meeting: November 19, 2019  
Document: [2019 11 19 Draft Minutes Policy Meeting.pdf](#)
  - c. Communications log: December 2019
  - d. Director's report: December 2019  
Document: [2019 12 17 Director's Report.pdf](#)
- 5) Open Forum
  - a. Public
  - b. Board
  - c. Director
  - d. Staff
- 6) Additions & Deletions
- 7) Treasurer's Report  
Documents: [11 30 2019 Balance Sheet.pdf](#)  
[11 30 2019 Budget Variance.pdf](#)
- 8) Bills and Salaries  
Documents: [12.17.2019 Bills Presented FY20.pdf](#)  
[12.17.2019 Vendor Report.pdf](#)
- 9) Unfinished Business
  - a. Board to consider a motion to approve the Drug Free Workplace Policy in the Personnel Handbook  
**Information:** Due to the Illinois Cannabis Regulation and Tax Act it is recommended that the Library Board update our Drug Free Workplace Policy to ensure compliance with the new statutory requirements.

10) New Business

- a. Board to consider a motion to approve the Schedule of Fines and Fees
  
- b. Board to consider a motion to approve Victims' Economic Security and Safety Act (VESSA) Leave Policy in the Personnel Handbook  
**Information:** Public Act 101-0221 amends the Victims' Economic Security and Safety Act. The Library Board is required to take formal action to update our VESSA policy to ensure compliance with the new statutory requirements.
  
- c. Board to consider a motion to approve the Sexual and Workplace Harassment Resolution  
**Information:** Public Act 101-0221 amends the several state laws related to sexual harassment policies by government entities. The Library Board is required to take formal action to adopt the attached sexual harassment policy by resolution to ensure compliance with the new statutory requirements.
  
- d. Board to discuss the process for the Director's annual review

10) Executive Session

11) Resume Open Session

12) New Business (continued)

13) Adjournment

Note: Any person who has a disability requiring a reasonable accommodation to participate in the meeting should contact Julia Coen, Library Director, Westmont Public Library, Westmont, Illinois, 60559; Telephone (630) 969-5625 x 221 or email [jcoen@westmontlibrary.org](mailto: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.