

**AGENDA FOR THE REGULAR MEETING OF THE BOARD OF LIBRARY TRUSTEES OF THE  
VILLAGE OF CAROL STREAM**

**Carol Stream Public Library  
616 Hiawatha Drive  
Carol Stream, IL 60188**

**DATE: March 16, 2016      TIME: 7:30 p.m.      PLACE: Horizon Room**

All matters on the Agenda may be discussed, amended, and acted upon.

*In accordance with requirements of the Illinois Open Meetings Act #5ILCS 120/2.06, portions of this meeting may be conducted in closed session.*

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- I. CALL TO ORDER
  - PLEDGE TO THE FLAG
- II. ROLL CALL
- III. PUBLIC PARTICIPATION
  - ADOPTION OF CONSENT AGENDA\*
- IV. APPROVAL OF MINUTES
  - A. Minutes of Regular Meeting of February 17, 2016
- V. MONTHLY REPORT OF THE TREASURER
  - A. Accept the Monthly Financial Statements of the Treasurer for the Period Ending February 29, 2016
- VI. COMMITTEE REPORTS
  - A. Human Resources
  - B. Finance
- VII. OLD BUSINESS
  - None
- VIII. NEW BUSINESS
  - A. Recommendation, Re: Approval of Human Resources Committee recommendation regarding Job Description for Marketing Coordinator
  - B. Recommendation, Re: Approval of Human Resources Committee recommendation regarding Job Description for Human Resources Administrator
  - C. Recommendation, Re: Approval of Human Resources Committee recommendation regarding addition of a Youth Services Librarian Position for FY 16/17
  - D. Recommendation, Re: Approval of Human Resources Committee recommendation

- regarding staff compensation in Fiscal Year 2016/2017
- E. Recommendation, Re: Approval of Human Resources Committee recommendation regarding Market Benchmarking & Structure Development Project Proposal
- F. Recommendation, Re: Approval of Human Resources Committee recommendation regarding Employee Handbook Benefit Policies #301-313 to go into effect beginning FY 16/17 replacing Policies-VII. B. 1., 2., 3., 4., 5. a-e., 6., 7. a-c., 8.; X.; XIII. C.; XIV.; XX.; 3. H.; 3. I.
- G. Recommendation, Re: Approval of Human Resources Committee recommendation regarding Attendance Policy
- H. Recommendation, Re: Approval of Finance Committee recommendation regarding Working Budget for Fiscal Year 2016/2017
- I. Recommendation, Re: Approval of Copier/Print Management Contract
- J. Recommendation, Re: Approval of CCTV Security System Installation Payment
- K. Recommendation, Re: Approval of Historical Society Raffle Ticket Sales at April 19, 2016 Program

IX. DISBURSEMENTS

- A. Approval of Disbursements for the Period February 1, 2016 to February 29, 2016, plus the Addendum for the Meeting of March 16, 2016

X. REPORT OF THE LIBRARY DIRECTOR

*(The Library Director submits a report to the Board members containing information pertaining to the items on the meeting agenda for their review prior to the meeting.)*

XI. MONTHLY STAFF REPORTS

XII. COMMUNICATIONS

- A. Thank you Letter from DuPage Pads for Staff Donation
- B. Thank you Letter from Literacy DuPage for Library Donation
- C. Thank you Card from Literacy DuPage Regarding Tutor Training Program

XIII. ANNOUNCEMENTS

- A. National Library Week Events, April 10-16, 2016
- B. Food for Fines, April 1-15, 2015
- C. Statement of Economic Interests due May 1, 2016
- D. LACONI Trustee Dinner, May 13, 2016

XIV. ADJOURNMENT

Next Resolution: #274

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Nadia Sheikh, Secretary  
Board of Library Trustees

*\*A consent agenda allows Board members to vote on a group of items en bloc (as a group) not requiring discussion. This practice can save meeting time by allowing the Board to approve the group of items together in one motion. Items they wish to discuss are declared "off" by a Board member during the establishment of the consent agenda.*