

**Riverdale Public Library
Monthly Meeting Agenda
Monday, November 9, 2009
7:30pm**

- 1) Call to order
- 2) Roll Call
- 3) Minutes
 - **Action Item:** Approval of the minutes of the regular meeting held October 12, 2009*
- 4) Communications:
 - MoneySmartWeek Chicago 2010 workshop on Thursday, November 12, 2009 from 10 – 12 at MLS Burr Ridge.
 - **Action Item:** any request for reimbursements for upcoming events
- 5) Treasurer's Report
 - Review the Financial Reports*
 - **a. Action Item:** Approve the Bills to be Paid for November 9, 2009*
- 6) Librarian's Report
 - Monthly Calendar*
 - Statistics*
 - Print Server report*
 - October Reference Survey report*
 - Miscellaneous: destruction of Library book drop (mailed); Review requested from Ken Friker on the Roof Replacement Project Manual; Riverdale Chamber of Commerce Business Briefs*; Administrative decision to forgive 1 day overdue fine on books for the period the book drop is not available – however, if the book is more than 1 day overdue, the full fine will be charged.
- 7) Reports of Committees and Officers
 - **Discussion Item:** So Now You're a Trustee: Responsibilities and Requirements of Being a Library Board Trustee*
- 8) Unfinished Business
 - Pre- Bid meeting report
 - Bid Opening report

9) New Business

- **a. Action Item:** Resignation letter from Trustee Foy
- **b. Action Item:** Authorize change in Precious Knight's position to full time clerk effective December 1, 2009
- **c. Action Item:** Approve Salary Scale for 2010/2011*
- **d. Action Item:** complaint from Maxine Gates Smyles*
- **e. Action Item:** Reciprocal Borrowing Fee-Based Contract
- **f. Action Item:** Metropolitan Library Public Library Membership Annual Certification 2009-2010

10) Announcements:

Next Regular Board meeting Monday, December 14, 2009 at 7:30pm

11) Adjournment

*indicates attached items

If you need an accommodation for a disability for this meeting, please phone or write Arlene Mallek, Riverdale Library, 208 W. 144th Street, Riverdale, IL 60827, 708-841-3311 at least 5 working days prior to the event.