

RIVERDALE PUBLIC LIBRARY DISTRICT
Board of Trustees
Regular Board Meeting

Agenda

September 13, 2021
7:00 PM

Meeting held in person at the library (208 W. 144th Street)
Face masks required for all in attendance

1. Call to Order
2. Roll Call
3. Minutes
 - 3a. **Action Item:** Approval of the minute of the regular meeting held on August 9, 2021
 - 3b. **Action Item:** Approval of the minutes of the Special Meeting held on August 30,
- 4 Communications
5. Treasurer's Report
 - 5a. **Action Item:** Approve August 2021 financial reports
 - 5b. **Action Item:** Approval of the Accounts Payable for September 13, 2021 in the amount of \$12,856.87
 - 5c. **Action Item:** Approval of Library Payroll for August 11, 2021 in the amount of \$2344.18 and September 1, 2021 2344.18.
6. Interim Directors Report
7. Reports of Committee and Officers
8. Old Business
 - 8a. **Discussion Item:** Opening to the public
 - 8b. **Action Item:** Ratify the contract to engage Meristem Advisors to complete the FY22 Budget & Appropriations Ordinance and Tax Levy, in the amount of \$1,000.00
 - 8c. **Action Item:** Ratify the contract to engage Deiters & Todd to conduct the library director search, for the fee of \$9,500.00
9. New Business
 - 9a. **Discussion Item:** FY21/22 Draft Budget
 - 9b. **Action Item:** Library Personnel Policies: Equal Employment Opportunity, At-Will Employment, Reasonable Accommodations, Non-Discrimination, Anti-Bullying, Whistleblower Protection, Attendance, Dress Guidelines and Name Badges, Employer Communication Procedure, Code of Conduct, Disciplinary Steps, No Smoking, Drug and Alcohol Free Workplace, Uses of Cell Phones and Library Phones, Technology, Social Media, Workplace Security and Inspections, Exposure Control Plan, Identity Protection, Termination of Employment, Employment Eligibility, Criminal Background

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9c. **Action Item:** Job description: Circ Supervisor

9d. **Discussion Item:** Review FY 22 Budget and Appropriations Ordinance

10. Executive Session - Pursuant to 5 ILCS 120/2(c)(2), Executive Session to discuss the employment, compensation, discipline, performance, or dismissal of specific employees” and “when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent”
11. Public Comments: 3 Minutes per person
12. Adjournment