

**MORRIS AREA PUBLIC LIBRARY
BOARD OF LIBRARY TRUSTEES MEETING
Monday, April 11, 2016 at 6:30 PM
Library Multi-Purpose Room**

1. Call to Order and Roll Call for Board of Trustees Meeting
 2. Review of Agenda for Additions/Changes
 3. Public Comment
 4. Review and Approval of Minutes of the Meeting on March 14
 5. Review and Approval of Bills & Payroll
 6. Review and Approval of Treasurer's Report and Financial Reports
 7. Director's Report
 8. Old Business
 9. New Business
 10. Committee Reports
 - a. Personnel –
 - b. Policy – Future committee meetings: April 24, May 15 and June 10 at 1 PM.
- Hiring
 - Current language - Other employees shall be hired by the Library Director. The assistant director shall be hired by the Library Director with approval of the Board of Trustees.
 - Proposed language - All full-time employees or IMRF-eligible employees shall be hired by the Library Director with approval of the Board of Trustees.
 - Promotion, Demotion, Suspension, Termination and Dismissal
 - Suggested changes - After the paragraph heading add the following sentence: **All employment status changes are subject to the approval of the full Board.**
 - Item 1 shall read: Promotion: Appointment and promotion shall be based on merit. **Promotion to full-time or IMRF status is subject to Board approval.**
 - Item 2, 3, & 4 remain the same.
 - Item 5 shall read: Dismissal: Any employee may be dismissed with or without cause, at any time. Dismissals shall be at the discretion of the Library Director. **Dismissals of full-time or IMRF-eligible employees are subject to the approval of the Board.**
 - Professional Development
 - Suggested changes - Employees are encouraged to attend professional meetings. **All costs of attendance at professional meetings, including travel costs, in excess of \$250 per person must be pre-approved by the Board.** Work schedules, at the discretion of the Library Director, may be arranged to permit rotation of such attendance by all interested staff members, so long as normal operation of the Library is not affected. Remittance for travel at the rate allowed by the Internal Revenue Service shall be paid by the Library. **Employees must submit receipts for reimbursement, subject to the approval of the Board.**

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- c. Finance
 - o Draft of FY17 budget
 - o Proposal – Close Illinois ePay account and fold it into Illinois Funds account.
- d. Building
 - 1. Chapin Street house – bidding process

11. Executive Session

12. Adjournment

All topics on the agenda are potential action items.

The Morris Area Public Library District is subject to the requirements of the Americans with Disabilities Act. Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting or the facilities, are required to contact the library administrator (815-942-6880) promptly to allow the Morris Area Public Library District to make reasonable accommodations for those persons.