

**WESTERN DISTRICT LIBRARY**  
1111-4th St. PO Box 70 | Orion, IL 61273  
Phone: 309-526-8375 | Fax: 309-526-3222  
www.westerndistrictlibrary.org

TO: BOARD OF TRUSTEES and Meeting is Open to the Public  
RE: Agenda of Board Meeting scheduled for 6:30 PM, Monday, November 25<sup>th</sup>, 2019

- I. Call to order
- II. Public Comments
- III. Approve minutes from October 28<sup>th</sup>, 2019
- IV. Communications
- V. Reports
  - a. Treasurer's Report
  - b. Circulation Report
  - c. Director's Report
- VI. Committee Reports – Personnel Committee
- VII. Old Business
  - a. Library building health – fire panel inspection failed
  - b. Building Evaluation update
  - c. Bank accounts successfully closed, new resolution submitted, and funds merged
  - d. Discuss accountability steps for reviewing financial materials
  - e. Per Capita Grant requirements
    - i. Discuss Organizational Management video (Per Capita grant requirement)
    - ii. Report on reviewing digital library resources
  - f. New computers purchased
- VIII. New Business
  - a. Adopt Ordinance No 2019 - 2, Levy and Assessment on Taxes, President signs, Secretary attests, Secretary signs Certification, Truth in Taxation form signed, Director submits to agencies
  - b. Adopt Ordinance No 2019 - 3, .02% Building Maintenance Tax Levy, President signs, Secretary attests, Secretary signs Certification, Director submits to agencies
  - c. Consider updated personnel policies
  - d. Confirm scheduling WDL holiday party on Dec 6<sup>th</sup>, 2019
  - e. Coulter Grant request submitted, requesting funds for Makerspace materials and Summer Reading programming
  - f. Suggested Main St Orion membership renewal at \$300
  - g. PrairieCat Director's message regarding Macmillan ebook publishing embargo
- IX. Closed Session – If needed
- X. Other topics and future agenda items
- XI. Adjourn