

**DISTRIBUTION OF MEETING INFORMATION**

*Board Meeting Notices* – Village Hall & Metra Station. *Agenda hard copy* – WPL legal bulletin board.

*Agenda email* – all staff & Pres. of the Friends. *Agenda & attachments hard copy* – WPL Ref. Desk.

*Agenda & attachments electronic copy* – WPL website.

**WILMETTE PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES MEETING AGENDA**  
**Tuesday, October 16, 2018 at 7:30 pm in the staff lounge**

- I. Call to Order and Roll Call.
- II. September Board Meeting Minutes. **Attachment 1**
- III. Presentation / Audience Participation.
- IV. Treasurer's Report.
  - A. Financial Reports for September. **Attachment 2**
  - B. Bills and Salaries for September. **Attachment 3**
- V. Public Comment.
- VI. Action Items.
  - A. Holiday Closings for Calendar Year 2019. **Attachment 4**
  - B. Resolution 2018/19 -194-Notice of Appointment of Authorized Agent for IMRF. **Attachment 5**
  - C. Amount of Levy. Attachment 6 includes pages 1-3 of the PROPOSED Levy Ordinance No. 2018/19-191, An Ordinance Levying Taxes for Library Purposes for the Fiscal Year 2018-2019. It also includes the levy document with 2017-18 final levy amounts and 2018-19 proposed levy amounts. Trustee Rodgers, chair of the Finance Committee, will summarize the committee's Oct. 10<sup>th</sup> meeting at which the levy was reviewed. **Attachment 6**
  - D. Amend the Budget & Appropriation Ordinance. Trustee Johnson has requested the following: Amend the budget ordinance and remove item V on page 3 of the Budget and Appropriation Ordinance -- the appropriation of \$300,000 in a transfer to the B/E Special Reserve Fund.
- VII. Discussion Items.
  - A. Outdoor Renovation Project. Interim co-director Betty Giorgi will discuss.
  - B. Draft of the WPL FY 2017-18 Annual Report (text only). The final report will be mailed late Nov. or early Dec. and will be available to patrons online and at the Library. **Attachment 7**
  - C. Draft of Fundraising Letter. **Attachment 8**
  - D. FY 2019 Per Capita Grant. The grant requires that trustees review chapters 6-10 of the *Trustees Facts File Third Edition*. The attachment includes these chapters. **Attachment 9**
- VIII. Director's Report. Monthly statistics are included in this section. **Attachment 10**
- IX. Committee Reports.
  - A. ILA Representative. Trustee Barshis will review ILA newsletters. **Attachment 11**

X. Information Items.

A. Timeline for the FY 2018-19 Levy Ordinance – WPL Oct. Board meeting: the proposed levy ordinance is an action item on the agenda. WPL Nov. Board meeting: (1) a public hearing to discuss the levy will be conducted before the meeting (2) a representative from Sikich LLC, the firm that performed the audit of WPL's financial statements for the fiscal year ending June 30, 2018 will review the audit (3) the final levy ordinance will be an action item on the agenda. The deadline for passing the levy ordinance is the first Tues. in Dec. The deadline for filing the levy ordinance with the County Clerk is the last Tues. in Dec.

B. Shelving and Switchboard will host the 2018 Holiday Party, scheduled for Wednesday, December 12. The event will be a luncheon. Details will be provided at a later date.

C. During Banned Books Week (Sept. 23 – 29), Youth Services and Adult Services displayed banned books and encouraged patrons to celebrate the freedom to read and to acknowledge that banning books is not a thing of the past by checking out these books.

D. Cooperative Projects and Community Services Reports. **Attachment 12**

E. Communication from Patrons and Staff. **Attachment 13**

XI. New Business / Old Business.

XII. Adjournment.