

# COLONA DISTRICT PUBLIC LIBRARY

## Board Meeting

October 10, 2023

6:30 p.m.

### AGENDA

Mission Statement: The Colona District Public Library provides services and high interest materials in a variety of formats. This enables the district residents to obtain information to meet their personal and educational needs. Special emphasis is placed on stimulating young readers to use and enjoy the library and to provide services for students of all levels.

- |      |   |                          |               |
|------|---|--------------------------|---------------|
| I.   | Call to Order   | President                |               |
| II.  | Recognition of Visitors                                 | President                |               |
| III. | Approval of Minutes                                     | President                | Approval      |
| IV.  | Reports   |                          |               |
|      | A. Treasurer's Report                                   | Treasurer                | Approval      |
|      | B. Youth Services' Report                               | Youth Services Assistant | Information   |
|      | C. Director's Report                                    | Director                 | Information   |
| V.   | Old Business  |                          |               |
|      | A.  |                          |               |
| VI.  | New Business  |                          |               |
|      | A. Hoffman & Tranel Audit                               | Kim Hoffman              | Information   |
|      | B. Illinois Comptroller Annual Financial Review         | Kim Hoffman              | Information   |
|      | C. Adopt and Publish Resolution 23-01 to Levy 0.02% tax | Board                    | Approval      |
|      |   | Board                    | Approval      |
|      | D. Adopt Levy Ordinance                                 | Board                    | Informational |
|      | E. Certificate of Authenticity                          | Board                    | Informational |
|      | F. Certification of Compliance                          | Director                 | Approval      |
|      | G. IMRF Additional Payment                              | Director                 | Approval      |
|      | H. Social Media Archive                                 | Director                 | Approval      |
|      | I. Iron Clad Quote                                      | Director                 | Assign        |
|      | J. Assign Disaster Plan                                 | Director                 | Assign        |
|      | K. Assign Service Animal Policy                         | Director                 | Assign        |
|      | L. Assign Sexual Harassment Policy                      | Director                 | Assign        |
|      | M. Assign Meeting Room Policy                           |                          |               |
| VII. | Further Business  |                          |               |
|      | A. Trustee Orientation Manual (pgs 20-22)               |                          |               |
|      | B. Transfer of Funds to CD                              |                          |               |

VIII. Adjournment

Next Meeting: November 14, 2023 / January 10, 2023 at 6:30pm