

**COOK MEMORIAL PUBLIC LIBRARY DISTRICT  
413 N. MILWAUKEE AVENUE  
LIBERTYVILLE, ILLINOIS 60048**

December 15, 2022

Board Meeting  
6:30 p.m.

The regular meeting of the Board of Library Trustees of the Cook Memorial Public Library District scheduled for Thursday, December 15, 2022 will be held in the Workshop at the Aspen Drive Library, 701 Aspen Drive, Vernon Hills, Illinois.

1. Call to order.
2. Pledge of Allegiance.
3. Roll Call.
4. Public Comment.
5. Approval of the Minutes.
  - a. Minutes of the Regular Meeting of November 15, 2022.
6. Approval of the Bills.
7. Report of the Director.
  - a. Statistical Report.
  - b. Narrative Report.
  - c. Personnel Report.
  - d. Investment Report.
8. Report of the President.
9. Reports of Committees and Representatives.
  - a. Finance and Employee Practices.
    - i. Approval of Resolution 2022-2023/8 Authorizing the Transfer of \$158,000 from the General Fund to the Special Reserve Fund and a \$290,000 Addition to Reserves for the Replacement of Computers and an Outreach Vehicle.
    - ii. Approval of Resolution 2022-2023/13 Authorizing Changes to Staff Salary Bands, Effective January 1, 2023.
  - b. Policy Review.
  - c. Building and Grounds
  - d. Development.
  - e. Technology.

- f. Resources, Services and Long Range Planning.
- g. Village of Libertyville Parking Commission Representative.
- h. Friends' Representative.
- i. RAILS Representative.
- j. Historical Society Representative.

10. Other Business.

- a. Approval of Resolution 2022-2023/9 Approving Change Order #2 with Manusos General Contracting, Inc. in the amount of \$595.01
- b. Approval of Resolution 2022-2023/10 Approving Change Order #9 with Prime Architectural Metal and Glass in the amount of \$848
- c. Approval of Resolution 2022-2023/11 Approving Change Order #6 with Prime Architectural Metal and Glass in the amount of \$294.12
- d. Approval of Resolution 2022-2023/12 Approving Change Order #3 with National Wrecking Company in the amount of \$ \$762.10

11. Communications.

12. Upcoming Meetings and Events.

- a. Policy Committee Meeting on Tuesday, January 10, 2023 at 6:30 p.m. at Cook Park Library.
- b. Regular Board Meeting on Tuesday, January 17, 2023 at 6:30 p.m. at Cook Park Library.
- c. Finance & Employee Practices Committee Meeting on Thursday, February 2, 2023 at 5:30 p.m. at Cook Park Library.

13. Public Questions.

14. Adjournment.

Wendy Vieth, President  
Board of Library Trustees

December 12, 2022

*Any person needing an accommodation for a disability in order to attend a meeting at the Library should contact the Administration Office by telephone at (847)362-2330, by email at [ADA@cooklib.org](mailto:ADA@cooklib.org) or in writing, not less than five (5) business days prior to the meeting.*