

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

June 25, 2019

Board Meeting
6:30 p.m.

The regular meeting of the Board of Library Trustees of the Cook Memorial Public Library District scheduled for Tuesday, June 25, 2019 will be held in the Meeting Room at the **Cook Park Library**, 413 N. Milwaukee Ave., Libertyville, Illinois.

1. Call to order.
2. Pledge of allegiance.
3. Roll call.
4. Public Comment.
5. Swearing in of Trustees Jim Larson and Wendy Vieth.
6. Appointment of Committee Chairs.
 - a. Building and Grounds.
 - b. Development.
 - c. Finance.
 - d. Policy Review.
 - e. Resources, Services and Long Range Planning.
 - f. Technology Committee.
 - g. Adhoc Committee for Cooperative Opportunities
7. Aspen Drive Library Facility Expansion.
 - a. Updates from Director, Architects and Construction Manager.
 - b. Approval of Change Orders:
 - Contract 5, Change Order 6 – Wendell Builders in the amount of \$5,580.
 - Contract 21, Change Order 5 – Flo-Tech Mechanical in the amount of \$5,403.
 - Contract 12, Change Order 3 AND Contract 104, Change Order 4 for a total Of \$1,545.
 - Contract 12, Change Order 5; Contract 22, Change Order 12; Contract 14, Change Order 7 for a total of \$17,435.24
 - Contract 3, Change Order 3 – A. Horn, Inc. in the amount of \$1,705.
 - Contract 4, Change Order 4 – Guardian Construction Products in the amount of \$780.
 - Contract 5, Change Order 7 – Wendell Builders in the amount of \$5,401.
 - c. Overview and Consideration of Value-Added Projects.

8. Approval of the Minutes.
 - a. Minutes of the Regular Meeting of May 21, 2019.
9. Approval of the Bills.
10. Report of the Director.
 - a. Statistical Report.
 - b. Narrative Report.
 - c. Personnel Report.
 - d. Investment Report.
11. Report of the President.
12. Reports of Committees and Representatives.
 - a. Finance and Employee Practices.
 - i. Approval of FY2020 Budget.
 - ii. Approval of **Resolution 2018-2019/13** Authorizing the Library Director and Business Manager to Execute Required Paperwork with all Designated, Eligible Depository Institutions for the Fiscal Year July 1, 2019 through June 30, 2020.
 - iii. Schedule Budget & Appropriation Hearing.
 - b. Policy Review.
 - c. Building and Grounds.
 - d. Development.
 - e. Technology Committee
 - f. Resources, Services and Long Range Planning.
 - g. Adhoc Committee for Cooperative Opportunities.
 - h. Village of Libertyville Parking Commission Representative.
 - i. Friends' Representative.
 - j. RAILS Representative.
 - k. Historical Society Representative.
13. Other Business.
 - a. Annual Renewal of the Library's Participation in the Nonresident Fee Program.
 - b. Secretary's Audit.
14. Communications.
15. Upcoming Meetings and Events.
 - a. Finance Committee Meeting in July, date and time TBD, at the Cook Park Library.
 - b. Possible Special Board Meeting on Tuesday, July 2, 2019 at 6:30 p.m. at Cook Park Library.
 - c. Regular Board Meeting on Tuesday, July 16, 2019 at 6:30 p.m. at the Cook Park Library.
16. Closed Session as permitted by (5 ILCS 120/2c-1)
 - a. Discussion on the performance of a specific employee.

17. Public Questions.

18. Adjournment.

Bonnie Quirke, President
Board of Library Trustees

June 20, 2019

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 or in writing, not less than five (5) working days prior to the meeting.