

# New Lenox Public Library District

## Board of Trustees Meeting

120 Veterans Parkway, New Lenox, Illinois

November 13, 2023

Regular Meeting - 7:00 p.m.



### AGENDA

1. **Call to Order & Roll Call**
2. **Pledge of Allegiance**
3. **ACTION: APPROVE remote attendance of Trustee(s) if needed**
4. **Audience to Visitors**
5. **Staff Report:** Denise Towne, Patron Services Manager
6. **Approval of General and Special Meeting Minutes:**
  - A. ACTION: APPROVE Minutes of Policy Committee Meeting of October 9, 2023 and General Meeting of October 9, 2023
7. **Correspondence & Director's Report**
8. **Treasurer's Report and Bills**
  - A. ACTION: APPROVE Bills Paid for October 2023 and Bills Payable for November 2023
9. **Board Reports /Committee Reports and Upcoming Meeting Dates**

A. December 11 - Finance	D. March 11, 2024 - Policy
B. January 8, 2024 - Continuing Education	E. April 8, 2024 - Facilities
C. February 12, 2024 - Building & Grounds	
10. **Old Business**
  - A. REVIEW: RAILS Membership Standards - Facilities
  - B. REVIEW: Serving Our Public 4.0 - Chapter 12: Technology and Chapter 13: Marketing, Promotion, and Collaboration
  - C. REVIEW: Personnel Policies 112 Remote Work Policy & 208 Compassionate Leave Policy
11. **New Business - Consent Agenda** *(Any item on the Consent Agenda may be removed for separate consideration by any Board Member)*
  - A. ACTION: Approve Update to Personnel Policy 207 Funeral Leave
  - B. ACTION: Approve Update to Personnel Policy 301C Dress Code Policy
12. **Executive Session** pursuant to 5 ILCS 120/2: the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity **OR** Executive Session pursuant to 5 ILCS 120/2: Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06.
13. **Trustee Comments**
14. **Adjournment**

Any individual requiring special accommodations as specified by the Americans with Disabilities Act is requested to notify the New Lenox Public Library District - ADA Compliance Coordinator at 815- 655-2526 at least 24 hours in advance of the meeting date. Public comments and any responses will be read into the public meeting record. You may submit your public comments via email in advance of the meeting to: Michelle Krooswyk at [director@newlenoxlibrary.org](mailto:director@newlenoxlibrary.org). You may listen to the meeting by participating in a telephone conference call as follows, dial-in number: 1-312-626-6799 with meeting ID: 829 3970 1189, password: 231003. Participation can also be done via: <https://us02web.zoom.us/j/82939701189?pwd=UzQ3M3VwUEVtK0oyR3YrTXZHRnImUT09>