

TOLONO PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES MEETING AGENDA
Tolono Public Library Meeting Room
November 15, 2022– 6:30 p.m.

1. Call to Order
2. Public Comment
3. President’s Report
4. Consent Agenda
 - a) Approve minutes of the October 4, 2022 board meeting
 - b) Treasurer’s report
 - i. Review statements and reports
 - ii. Action Item: approval of checks for October
5. Other Agenda Items
6. Committee Reports
 - a) Building Committee - Maggie Kelly
 - b) Outreach Committee – Liz Vavrik
 - c) Policy/Personnel Committee- Mary Thweatt
 - i. Discussion: updated policies
 1. Privacy Policy
 2. Code of Conduct
 3. Wireless Internet Access Policy
 4. Reference Policy – remove
 5. Conceal Carry Policy
 6. Drug and Alcohol-Free Policy (Patron and Employee)
 - d) Finance/Budget Committee- Meghan Peach
7. Library Director’s Report
8. Unfinished Business
 - a) Action Item: policies
 - i. Personnel Policy
 - ii. Service to Patrons with Disabilities
 - iii. Alcohol Policy
 - iv. Bloodborne Pathogens Policy
 - b) Action Item – accept the audit and state comptroller’s annual financial report
9. New Business
 - a. Trustees to approve December bills
 - b. Board of Review (2) – Illinois Property Tax Appeal
 - c. Action Item: holiday bonuses for staff
 - b) Action Item: Library Non-Resident Card program for all students under 18
 - c) Action Item: Library Clerk job description - revised
 - d) Action Item: Shelver job description - new
 - e) Action Item: revised evaluation rating scale
10. Board of Trustees Executive Closed Meeting according to 5ILCS 120/2(c)(1) and (3) (if required)
11. Reconvene Open Meeting (if required)
12. Trustee Continuing Education - Serving our Public: Chapter 8, 9, 10
13. Adjournment - Next Meeting: January 3, 2023