

**AGENDA / REGULAR MEETING**  
**February 20, 2024**  
**6:00 p.m. 2<sup>nd</sup> Floor Conference Room**

**1. REGULAR MEETING – CALL TO ORDER**

**2. ROLL CALL**

**3. PUBLIC COMMENT (Policy No: 1.10)**

In accordance with the Illinois Open Meetings Act, the Ela Area Public Library Board of Trustees provides an opportunity for public comment at all board meetings. Please sign in by 6:00 p.m.

**4. ADJUSTMENTS TO THE AGENDA**

**5. CONSENT AGENDA**

A. Approval of the Minutes of the Regular Meeting January 16, 2024 (Document)

**6. APPROVAL OF ITEMS MOVED FROM CONSENT AGENDA**

Note: If Closed Session Minutes are removed from Consent Agenda for discussion, this must take place in Closed Session. But the current Secretary’s recommendation to keep minutes closed may be approved as part of the Consent Agenda.

**7. TRUSTEE REPORTS/COMMENTS**

**8. TREASURER’S REPORT**

A. January 2024 (Document)

Suggested Motion: I move to approve the January 2024 expenditures as authorized with the balance of the reports to be filed for audit.

**9. CORRESPONDENCE AND COMMUNICATIONS**

**10. EXECUTIVE DIRECTOR’S REPORT**

A. January 2024 Librarians’ Report (Document)

B. Action Plan FY2024 (Document)

C. Department in Focus: Circulation (Location: Circulation)

D. Public Participation at Board Meetings Review

**11. SPECIAL COMMITTEE & LIAISON REPORTS**

A. Decennial Committee (President Steker)

B. Executive Director Review (EDR) Liaison (President Steker)

i) Timeline + Process

ii) Review Tools

C. Personnel Liaison (Vice-President McCauley)

- D. Finance Liaison (Treasurer Corzine)
- E. Building & Grounds Liaison (Trustee Timm)
- F. Bylaws & Policy Liaison (Trustee Suykerbuyk)
- G. RAILS Liaison (Trustee Silcroft)
- H. Foundation Liaison (Trustee Caudill)

**12. UNFINISHED BUSINESS**

**13. NEW BUSINESS**

- A. Public Participation at Library Board Meetings and Petitions to the Board Policy (Document + Action)
- B. Bylaws Update – Second Reading (Document + Action)
- C. Approval of Employee Travel and Expense Reimbursements for the LibLearnX (ALA) Conference January 19-22, 2024 (Document + Action)
- D. Approval of Trustee Expense Reports (Action)
- E. Building and Grounds Critical Issues (Action)

**14. ADJOURN TO EXECUTIVE SESSION**

- A. EXECUTIVE SESSION FOR THE DISCUSSION OF PERSONNEL MATTERS BY 5 ILCS 120/2(c)(1) None
- B. EXECUTIVE SESSION FOR THE DISCUSSION OF PENDING, PROBABLE, OR IMMINENT LITIGATION AS ALLOWED BY 5 ILCS 120/2(c)(11) None
- C. EXECUTIVE SESSION FOR THE DISCUSSION OF EXECUTIVE SESSION MINUTES AS ALLOWED BY 5 ILCS 120/2(c)(21) None

**15. ROLL CALL (If returning from Executive Session)**

**16. ADJOURNMENT**