

**TRI-CITY PUBLIC LIBRARY DISTRICT  
BOARD OF TRUSTEES MEETING  
AGENDA**

**Monday, June 17, 2013**

Buffalo Village Hall and Library

7:00 pm

- I. Call to order
- II. Pledge of Allegiance
- III. Roll Call
- IV. Recognize Visitors/Public Presentations to Board
- V. Approval of Agenda
- VI. Approval of Minutes from May 20, 2013 Board Meeting.
- VII. Treasurer's Report/Reading of Bills for Approval
  - A. Approval of May-June bills. (HANDOUT)
- VIII. Committee Reports
  - A. Fundraising
  - B. Personnel
    1. Closed session to discuss staff salaries
    2. Re-adjourn to vote on motions
  - C. Steering
  - D. By-Laws
    1. Discussion of by-laws
  - E. Building Finance
- IX. Head Librarian's Report
- X. Old Business
  - A. Adoption of FY 2014 Prevailing Wage Ordinance (HANDOUT)
  - B. Approval of FY 2014 Operating Budget
  - C. Architect negotiation schedule
- XI. New Business
  - A. Constant Contact (Pam Stone)
- XII. Adjournment

**UPCOMING DATES**

**June 24, 2013:** Last day (within 74 days of election) for new Board of Trustees to hold first organizational meeting, execute Oaths of Office, elect President and Secretary. (75 ILCS 16/30-40)

**June 30, 2013:** Fiscal year ends. (75 ILCS 16/35-40)

Last day to adopt the Prevailing Wage Ordinance, a certified copy of which must be filed with the Secretary of State and Department of Labor and published in the local newspaper. (820 ILCS 130/9)

Last day (statute requires bi-annual compliance) for first half year review of the minutes of all closed sessions under the Open Meetings Act as to whether or not the minutes should remain sealed or can be publicly disclosed. (5 ILCS 120/2.06)

**July 1, 2013:** Fiscal year begins. (75 ILCS 15/35-40)

Schedule of regular Library Board of Trustees meeting dates including the time and location, must be prepared and made available to the public. The information, however, may be presented at the beginning of the calendar year instead of the beginning of the fiscal year. (At least 5 meetings must be held). (5 ILCS 120/2.03 and 75 ILCS 16/30-50)

**August 25, 2013** Last day (30 days before adoption of ordinance and hearing thereon) to make the tentative budget and appropriation ordinance available for public inspection and publish notice for hearing thereon. (50 ILCS 330/3 and 75 ILCS 16/30-85)

**August 30, 2013** Last day (within 60 days from July 1) for treasurers to file a sworn, detailed, and itemized statement of all receipts and expenditures of any character for the preceding six months and showing the names, addresses, positions and salaries of every employee. [The statement shall be furnished for reference on request to all daily newspapers, the library, the Circuit Court Clerk and City, Village or Town Clerk.] (50 ILCS 305/1)

Last day for library to authorize payment of obligation incurred in prior fiscal year with funds from that year in amounts up to 20 percent of those appropriations.