

HELEN M. PLUM MEMORIAL PUBLIC LIBRARY DISTRICT  
411 S. Main St. • Lombard, IL 60148

BOARD OF TRUSTEES AGENDA  
November 21, 2023  
7:00 p.m.  
Conference Room

The meeting will be held at 7:00 p.m. at the Library. The public is encouraged to observe the meeting online. This meeting will be streamed live online. To watch this meeting, visit our website <https://www.helenplum.org/board/live-stream>.

Public comments for this Board Meeting can be presented in person during the “Public Comment” section of the meeting. Public comment is limited to five minutes per person.

- I. Call to order
- II. Pledge of Allegiance
- III. Roll call, recording both present and absent members
- IV. Public Comment
- V. ACTION ITEM: Adoption of the Agenda
- VI. Board of Trustees’ Land Acknowledgement Statement: The Helen Plum Library Board of Trustees unanimously acknowledges that many indigenous groups once lived on the land where the Library now resides. The Library invites all to learn their histories, cultures, and peoples. The Library Board encourages our neighbors to explore learning opportunities through local, Indigenous-based organizations such as Midwest SOARRING Foundation.
- VII. ACTION ITEM: Approval of consent agenda items
  - a. Approval of minutes
    - i. Regular Board meeting, October 17, 2023
    - ii. Special Board meeting, November 3, 2023
  - b. Approval of financial reports
    - i. Check Register dated September 30, 2023
    - ii. Cash and Investments Report dated September 30, 2023
    - iii. Revenue and Expenditures vs. Budget Report dated September 30, 2023
    - iv. Balance Sheet Previous Year Comparison as of September 30, 2023
    - v. Check Register dated October 31, 2023
    - vi. Cash and Investments Report dated October 31, 2023
    - vii. Revenue and Expenditures vs. Budget Report dated October 31, 2023
    - viii. Balance Sheet Previous Year Comparison as of October 31, 2023
- VIII. Committee reports
  - a. Audit Committee
  - b. Director Relations Committee

- c. Policy and Bylaws Committee
- IX. Unfinished Business
- X. New Business
  - a. PRESENTATION: Jamie Wilkey from Lauterbach & Amen, LLP
  - b. ACTION ITEM: Approval of 2022-2023 Annual Audit. Roll call vote.
  - c. ACTION ITEM: Approval of FQC proposal for construction management services for the 110 W. Maple St building demolition. Roll call vote.
  - d. ACTION ITEM: Approval of First Addendum to Memorandum of Understanding from the Village of Lombard for Use of Portion of Parking Lot for Commuter Parking Spaces
  - e. ACTION ITEM: Approval of updated policies.
    - i. P-2 Classification of Employees
    - ii. P-3 Salaries and Wages
    - iii. P-8 Holidays
    - iv. P-11 Serious Illness or Death in Family
    - v. P-29 Discipline
    - vi. P-29.1 Consecutive Employee Warning Report – form to be archived
    - vii. P-30 Grievance
    - viii. P-32 Blood and Organ Donation Leave
- XI. Communications
- XII. Library Director's Report
- XIII. Departmental Reports
- XIV. Adjournment