



FRANKFORT
PUBLIC LIBRARY DISTRICT
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Meeting of the Board of Trustees
21119 S. Pfeiffer Rd, Frankfort, IL 60423
12/12/2024 7:00pm

REGULAR MEETING AGENDA

1. Call to Order

2. Pledge

3. Roll Call

4. Introduction of Visitors

5. Public Comment – Agenda Items Only †

6. Minutes for Approval

- a. Special Board Meeting November 21, 2024 (Action)

Motion to approve the Minutes of the Special Board Meeting on 11/21/2024.

- b. Regular Board Meeting November 21, 2024 (Action)

Motion to approve the Minutes of the Regular Board Meeting on 11/21/2024.

7. Treasurer’s Report – November 2024

- a. Review of Bills, MasterCard: November 2024 (Action: Roll Call Vote)

Motion to approve the November Bills.

- b. Maintenance expenses

- c. Capital Projects Fund Status

- d. Expense vs Budget

- e. Balance sheet: November 2024

8. Committee Reports

- a. Finance Committee

- b. Policy & Personnel Committee

- c. Building & Grounds Committee

- i. Quarterly Maintenance Checklist Review

- d. Strategic Plan Committee

9. Correspondence

None

10. Unfinished Business

- a. Required and Recommended Renovation Work Project

- b. Renovation Committee

- c. Potential Donation Discussion

- d. Board Continuity/Transition

11. New Business

- a. Policy Review: Outstanding Check Policy and Unattended Children Policy

- b. Confidentiality of Library Records and Patron Data Privacy Policy (Action)

Motion to approve the Confidentiality of Library Records and Patron Data Privacy Policy as revised.

- c. Library Social Media & Comment Policy (Action)

Motion to approve the Library Social Media & Comment Policy as revised.

- d. Credit Card Use Policy (Action)

Motion to approve the Credit Card Use Policy as revised.

- e. Alcohol in the Library Policy (Action)

Motion to approve the Alcohol in the Library Policy as revised.

- f. Vulnerable Adults Policy (Action)

Motion to approve the new Vulnerable Adults Policy.

12. Director's Report

13. Public Comment on Library Business in General †

14. Trustee Comment

15. Adjournment

† Appropriate comments from the public will be welcome at the beginning of this meeting, on topics specified on the Meeting Agenda. Appropriate comments from the public will be welcome at the end of this meeting on any subject germane to the Library District. Comments will be strictly limited to 3 minutes during each period and subject to additional limitations set forth in the Public Comment Policy. A complete version of the Public Comment Policy is available upon request.