

**HILLSIDE PUBLIC LIBRARY**  
405 N. HILLSIDE AVENUE  
HILLSIDE, IL  
BOARD OF TRUSTEES MEETING  
AGENDA  
November 14, 2018

1. CALL TO ORDER – 7:00 PM

1. *PUBLIC COMMENTS: The Board President will advise the public they must follow the Hillside Public Library Rules for Public Comment. The Hillside Public Library Rules for Public Comment are available on the library's website.*

2. ROLL CALL- Secretary

3. APPROVAL OF MINUTES – REGULAR MEETING – October, 2018

4. REPORTS OF OFFICERS

A. PRESIDENT -

B. SECRETARY-

C. TREASURER-

1. Resolution for Review of Bills, November, 2018
2. Treasurer's Report for November, 2018
3. Approval of Financial Statements October, 2018  
(Motion & Vote)
4. Scholarship Committee

D. EXECUTIVE SESSION- If Necessary

E. ADMINISTRATIVE LIBRARIAN –

1. SWAN-
2. Computer Equipment Upgrades
3. Self-check machine
4. Budget Adjustment
5. Copiers

5. COMMITTEE REPORTS

A. ADMINISTRATION

B. BUSINESS/FINANCE

C. HANDBOOK- HANDBOOK REVISIONS FOR PAID TIME OFF POLICY & ACCRUAL

5. UNFINISHED BUSINESS

A. TRUSTEE VACANCY

B. VILLAGE AND LIBRARY JOINT BUILDING PROJECT

C. AUDIT REPORT

6. NEW BUSINESS

A. STAFF HOLIDAY RECOGNITION

B. NEW LAW REGARDING EMPLOYEE REIMBURSEMENT OF EXPENSES

C. JANUARY HOLIDAY BOARD DINNER DATE

6. ANNOUNCEMENTS

7. REMINDERS- The next meeting is January 17, 2019

8. ADJOURNMENT