

**MATTOON LIBRARY BOARD MEETING**

**January 10, 2010**

1. CALL TO ORDER
2. VISITOR'S COMMENTS. MEMBERS OF THE PUBLIC ARE INVITED TO SPEAK TO THE BOARD. COMMENTS ARE TO BE LIMITED TO THREE MINUTES OR LESS. DUE TO OPEN MEETINGS ACT RESTRICTIONS, ACTIONS MAY NOT BE TAKEN ON ITEMS NOT ALREADY ON THE AGENDA, BUT ACTION MAY BE DEFERRED TO A LATER BOARD MEETING.
3. READING AND APPROVAL OF MINUTES, TREASURERS REPORT, CIRCULATION REPORT, AND STAFF REPORTS
4. BILLS
5. DISCUSSION
  - a. Fund Raising
6. ADJOURN

NEXT REGULAR BOARD MEETING: February 7, 2011, in the Kinzel Room of Library at 5:15 PM

**MATTOON LIBRARY BOARD MEETING**

**January 10, 2010**

1. CALL TO ORDER
2. VISITOR'S COMMENTS. MEMBERS OF THE PUBLIC ARE INVITED TO SPEAK TO THE BOARD. COMMENTS ARE TO BE LIMITED TO THREE MINUTES OR LESS. DUE TO OPEN MEETINGS ACT RESTRICTIONS, ACTIONS MAY NOT BE TAKEN ON ITEMS NOT ALREADY ON THE AGENDA, BUT ACTION MAY BE DEFERRED TO A LATER BOARD MEETING.
  - a. Read Across Mattoon
3. READING AND APPROVAL OF MINUTES, TREASURERS REPORT, CIRCULATION REPORT, AND STAFF REPORTS
4. BILLS
5. DISCUSSION
  - a. Library Fines
  - b. Fund Raising
6. ADJOURN

NEXT REGULAR BOARD MEETING: March 7, 2011, in the Kinzel Room of Library at 5:15 PM

**MATTOON LIBRARY BOARD MEETING**

**March 7, 2011**

1. CALL TO ORDER
2. VISITOR'S COMMENTS. MEMBERS OF THE PUBLIC ARE INVITED TO SPEAK TO THE BOARD. COMMENTS ARE TO BE LIMITED TO THREE MINUTES OR LESS. DUE TO OPEN MEETINGS ACT RESTRICTIONS, ACTIONS MAY NOT BE TAKEN ON ITEMS NOT ALREADY ON THE AGENDA, BUT ACTION MAY BE DEFERRED TO A LATER BOARD MEETING.
  - a. Pat Boze - LTLS
3. READING AND APPROVAL OF MINUTES, TREASURERS REPORT, CIRCULATION REPORT, AND STAFF REPORTS
4. BILLS
5. DISCUSSION
  - a. Technology
  - b. Fund Raising
  - c. Library Fines
6. ADJOURN

NEXT REGULAR BOARD MEETING: April 4, 2011, in the Kinzel Room of Library at 5:15 PM

**MATTOON LIBRARY BOARD MEETING**

**April 4, 2011**

1. CALL TO ORDER
2. VISITOR'S COMMENTS. MEMBERS OF THE PUBLIC ARE INVITED TO SPEAK TO THE BOARD. COMMENTS ARE TO BE LIMITED TO THREE MINUTES OR LESS. DUE TO OPEN MEETINGS ACT RESTRICTIONS, ACTIONS MAY NOT BE TAKEN ON ITEMS NOT ALREADY ON THE AGENDA, BUT ACTION MAY BE DEFERRED TO A LATER BOARD MEETING.
3. READING AND APPROVAL OF MINUTES, TREASURERS REPORT, CIRCULATION REPORT, AND STAFF REPORTS
4. BILLS
5. DISCUSSION
  - a. Fund Raising
  - b. Collection Agencies
  - c. Policy Changes
  - d. Budget
6. ADJOURN

NEXT REGULAR BOARD MEETING: April 25, 2011, in the Kinzel Room of Library at 5:15 PM

**MATTOON LIBRARY BOARD MEETING**

**April 25, 2011**

1. CALL TO ORDER
2. VISITOR'S COMMENTS. *MEMBERS OF THE PUBLIC ARE INVITED TO SPEAK TO THE BOARD. COMMENTS ARE TO BE LIMITED TO THREE MINUTES OR LESS. DUE TO OPEN MEETINGS ACT RESTRICTIONS, ACTIONS MAY NOT BE TAKEN ON ITEMS NOT ALREADY ON THE AGENDA, BUT ACTION MAY BE DEFERRED TO A LATER BOARD MEETING.*
3. READING AND APPROVAL OF MINUTES, TREASURERS REPORT, CIRCULATION REPORT, AND STAFF REPORTS
4. BILLS
5. DISCUSSION
  - A. Budget.
6. APPROVAL
  - A. Budget
  - B. Close FY11
7. ADJOURN TO EXECUTIVE SESSION TO DISCUSS MATTERS RELATING TO PERSONNEL (5 ILCS 120/2 (c) 1)
8. RECONVENE
9. ADJOURN

NEXT REGULAR BOARD MEETING: May 2, 2011, in the Kinzel Room of Library at 5:15 PM

**MATTOON LIBRARY BOARD MEETING**

**May 2, 2011**

1. CALL TO ORDER
2. VISITOR'S COMMENTS. MEMBERS OF THE PUBLIC ARE INVITED TO SPEAK TO THE BOARD. COMMENTS ARE TO BE LIMITED TO THREE MINUTES OR LESS. DUE TO OPEN MEETINGS ACT RESTRICTIONS, ACTIONS MAY NOT BE TAKEN ON ITEMS NOT ALREADY ON THE AGENDA, BUT ACTION MAY BE DEFERRED TO A LATER BOARD MEETING.
3. READING AND APPROVAL OF MINUTES, TREASURERS REPORT, CIRCULATION REPORT, AND STAFF REPORTS
4. BILLS
5. DISCUSSION
6. ADJOURN

NEXT REGULAR BOARD MEETING: June 6, 2011, in the Kinzel Room of Library at 5:15 PM

**MATTOON LIBRARY BOARD MEETING**

**June 6, 2011**

1. CALL TO ORDER
2. VISITOR'S COMMENTS. MEMBERS OF THE PUBLIC ARE INVITED TO SPEAK TO THE BOARD. COMMENTS ARE TO BE LIMITED TO THREE MINUTES OR LESS. DUE TO OPEN MEETINGS ACT RESTRICTIONS, ACTIONS MAY NOT BE TAKEN ON ITEMS NOT ALREADY ON THE AGENDA, BUT ACTION MAY BE DEFERRED TO A LATER BOARD MEETING.
3. READING AND APPROVAL OF MINUTES, TREASURERS REPORT, CIRCULATION REPORT, AND STAFF REPORTS
4. BILLS
5. DISCUSSION
  - a. Grants in Progress
  - b. Collection Agencies
  - c. Policy Change
  - d. End of Year Reports
6. ADJOURN

NEXT REGULAR BOARD MEETING: July 11, 2011, in the Kinzel Room of Library at 5:15 PM

**MATTOON LIBRARY BOARD MEETING**

**July 11, 2011**

7. CALL TO ORDER

8. VISITOR'S COMMENTS. MEMBERS OF THE PUBLIC ARE INVITED TO SPEAK TO THE BOARD. COMMENTS ARE TO BE LIMITED TO THREE MINUTES OR LESS. DUE TO OPEN MEETINGS ACT RESTRICTIONS, ACTIONS MAY NOT BE TAKEN ON ITEMS NOT ALREADY ON THE AGENDA, BUT ACTION MAY BE DEFERRED TO A LATER BOARD MEETING.

9. READING AND APPROVAL OF MINUTES, TREASURERS REPORT, CIRCULATION REPORT, AND STAFF REPORTS

10. BILLS

11. DISCUSSION

- a. Collection Agencies
- b. Policy Change
  - Heat Policy
  - Circulation
  - Lost and Damaged
- c. IPLAR
- d. Budget Amendment
- e. Air Conditioning
- f. New Board Member
- g. Oath of Office

12. APPROVAL

- a. Collection Agency
- b. Policy Changes (all)
- c. Budget Amendment

13. ADJOURN

NEXT REGULAR BOARD MEETING: August 1, 2011, in the Kinzel Room of Library at 5:15 PM



**MATTOON LIBRARY BOARD MEETING**

**August 1, 2011**

1. CALL TO ORDER
2. VISITOR'S COMMENTS. MEMBERS OF THE PUBLIC ARE INVITED TO SPEAK TO THE BOARD. COMMENTS ARE TO BE LIMITED TO THREE MINUTES OR LESS. DUE TO OPEN MEETINGS ACT RESTRICTIONS, ACTIONS MAY NOT BE TAKEN ON ITEMS NOT ALREADY ON THE AGENDA, BUT ACTION MAY BE DEFERRED TO A LATER BOARD MEETING.
3. READING AND APPROVAL OF MINUTES, TREASURERS REPORT, CIRCULATION REPORT, AND STAFF REPORTS
4. BILLS
5. DISCUSSION
  - a. Grant Work
  - b. New Board Member
6. APROVAL
7. ADJOURN

NEXT REGULAR BOARD MEETING: September 12, 2011, in the Kinzel Room of Library at 5:15 PM

**MATTOON LIBRARY BOARD MEETING**

**September 12, 2011**

1. CALL TO ORDER
2. VISITOR'S COMMENTS. MEMBERS OF THE PUBLIC ARE INVITED TO SPEAK TO THE BOARD. COMMENTS ARE TO BE LIMITED TO THREE MINUTES OR LESS. DUE TO OPEN MEETINGS ACT RESTRICTIONS, ACTIONS MAY NOT BE TAKEN ON ITEMS NOT ALREADY ON THE AGENDA, BUT ACTION MAY BE DEFERRED TO A LATER BOARD MEETING.
3. READING AND APPROVAL OF MINUTES, TREASURERS REPORT, CIRCULATION REPORT, AND STAFF REPORTS
4. BILLS
5. DISCUSSION
  - a. Grant Work
    - i. Capitol Project Report for the State of Illinois
  - b. New Board Member
  - c. Fund Raising Event – The Great Mouse Race
  - d. Standards Chapter 2
  - e. Standards Chapter 4
  - f. Revenues for the Past 3 Years
  - g. Holiday Schedule 2012
  - h. Summer Reading 2011
  - i. ILA
6. APPROVAL
7. ADJOURN

NEXT REGULAR BOARD MEETING: October 3, 2011, in the Kinzel Room of Library at 5:15 PM

## **MATTOON LIBRARY BOARD MEETING**

**October 3, 2011**

1. CALL TO ORDER
2. VISITOR'S COMMENTS. MEMBERS OF THE PUBLIC ARE INVITED TO SPEAK TO THE BOARD. COMMENTS ARE TO BE LIMITED TO THREE MINUTES OR LESS. DUE TO OPEN MEETINGS ACT RESTRICTIONS, ACTIONS MAY NOT BE TAKEN ON ITEMS NOT ALREADY ON THE AGENDA, BUT ACTION MAY BE DEFERRED TO A LATER BOARD MEETING.
3. READING AND APPROVAL OF MINUTES, TREASURERS REPORT, CIRCULATION REPORT, AND STAFF REPORTS
4. BILLS
5. DISCUSSION
  - a. Grant Work
    - i. Open Bids
  - b. Fund Raising Event – The Great Mouse Race
  - c. Holiday Schedule 2012
  - d. Board of Trustees Schedule
  - e. Per Capita Grant
  - f. Endowment
6. APPROVAL
  - a. Approve bid for Stair and Walkway repair
  - b. Holiday Schedule
7. ADJOURN

NEXT REGULAR BOARD MEETING: November 7, 2011, in the Kinzel Room of Library at 5:15 PM

## **MATTOON LIBRARY BOARD MEETING**

**November 7, 2011**

1. CALL TO ORDER
2. VISITOR'S COMMENTS. MEMBERS OF THE PUBLIC ARE INVITED TO SPEAK TO THE BOARD. COMMENTS ARE TO BE LIMITED TO THREE MINUTES OR LESS. DUE TO OPEN MEETINGS ACT RESTRICTIONS, ACTIONS MAY NOT BE TAKEN ON ITEMS NOT ALREADY ON THE AGENDA, BUT ACTION MAY BE DEFERRED TO A LATER BOARD MEETING.
3. READING AND APPROVAL OF MINUTES, TREASURERS REPORT, CIRCULATION REPORT, AND STAFF REPORTS
4. BILLS
5. DISCUSSION
  - a. Grant Work
    - i. Open Bids
  - b. ILHS Updates
  - c. Fund Raising Event – The Great Mouse Race
  - d. Per Capita Grant
6. APROVAL
  - a. Approve bid for Stair and Walkway repair
  - b. Board Meeting Schedule
  - c. Per Capita Grant Expenditures
7. ADJOURN

NEXT REGULAR BOARD MEETING: December 5, 2011, in the Kinzel Room of Library at 5:15 PM

## **MATTOON LIBRARY BOARD MEETING**

**December 5, 2011**

1. CALL TO ORDER
2. VISITOR'S COMMENTS. MEMBERS OF THE PUBLIC ARE INVITED TO SPEAK TO THE BOARD. COMMENTS ARE TO BE LIMITED TO THREE MINUTES OR LESS. DUE TO OPEN MEETINGS ACT RESTRICTIONS, ACTIONS MAY NOT BE TAKEN ON ITEMS NOT ALREADY ON THE AGENDA, BUT ACTION MAY BE DEFERRED TO A LATER BOARD MEETING.
  - a. Luke Weller – Evans-Mason Inc
3. READING AND APPROVAL OF MINUTES, TREASURERS REPORT, CIRCULATION REPORT, AND STAFF REPORTS
4. BILLS
5. DISCUSSION
  - a. Hazel Crosby Memorial
  - b. Grant Work/Bids
  - c. Cleaning Crew Request
  - d. New Board Member
  - e. Great Mouse Race
6. APROVAL
  - a. Approve bid for Stair and Walkway repair
  - b. Cleaning Crew Request
7. ADJOURN

NEXT REGULAR BOARD MEETING: January 9, 2011, in the Kinzel Room of Library at 5:15 PM