

**Orland Park Public Library
14921 Ravinia Avenue
Orland Park, IL 60462**

**AGENDA FOR BOARD OF LIBRARY TRUSTEES MEETING
August 15, 2016 7:00 P.M.
Room 104**

A. CALL TO ORDER

B. ROLL CALL

C. APPROVAL OF MINUTES—FOR ACTION

D. INTRODUCTION OF VISITORS

E. PUBLIC COMMENT

There will be 30 minutes allowed for public comment with a five minute maximum per speaker. The time limit may be extended upon a majority vote of the Board.

F. TREASURER'S REPORT AND PAYMENT OF BILLS—FOR ACTION

G. LIBRARIANS' REPORT/STAFF REPORTS

H. COMMITTEE REPORTS

1. Building and Maintenance
2. Finance (Committee of the Whole)
3. Service and Policy
4. Personnel
5. Law
6. Strategic Planning
7. Capital Campaign

I. UNFINISHED BUSINESS

J. NEW BUSINESS

1. Salary Adjustments for all employees currently listed in the Market Benchmarking & Compensation Structure Development Project in order to meet the minimum salary by October 1, 2016 - For Final Action
Motion to approve the salary adjustments for all employees currently listed in the Market Benchmarking & Compensation Structure Development Project in order to meet the minimum salary by October 1, 2016

2. Salary Adjustments for all employees that are currently more than \$5,000 under the recommended midpoint listed in the Market Benchmarking & Compensation Structure Development Project by October 1, 2016 - For Final Action
Motion to approve the salary adjustments for all employees that are currently more than \$5,000 under the recommended midpoint listed in the Market Benchmarking & Compensation Structure Development Project by October 1, 2016
3. 2017 Staff Rate Increase – For Final Action
Motion to approve the Staff Rate increase of 2.50% for 2017
4. Benefit Cost Allocation- For Final Action
Motion to approve the allocation health insurance expense for the library portion to be 90% for HMO, Gold PPO 72%, Silver PPO 90%, HSA PPO 97% effective 1/1/2017
5. Revision to the Personnel Policy (Employee Handbook) – For Final Action
Motion to approve the revisions to the Personnel Policy and rename it Employee Handbook
6. Sun setting The Social Media Use Policy, Communication Systems/Email Policy and Use of Cellular Phones Policy – For Final Action
Motion to approve the sun setting of the following policies: The Social Media Use Policy, Communication Systems/Email Policy and Use of Cellular Phones Policy

K. ANNOUNCEMENTS

L. ADJOURNMENT