

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

**AGENDA FOR BOARD OF LIBRARY TRUSTEES MEETING  
September 19, 2016 7:00 P.M.  
Room 104**

**A. CALL TO ORDER**

**B. ROLL CALL**

**C. APPROVAL OF JULY 18, 2016 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 FOR JULY AND AUGUST AND PAYMENT OF JULY AND AUGUST 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 increase the salary for all employees currently listed in the Market Benchmarking & Compensation Structure Development Project in order for each employee 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 increase the salary 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 to the recommended midpoint*
3. 2017 Staff Rate Increase – For Final Action  
*Motion to approve a Staff Rate increase for all employees in the amount 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 recommended by the Personnel Committee and rename it Employee Handbook*
6. Rescind the Social Media Use Policy, Communication Systems/Email Policy and Use of Cellular Phones Policy – For Final Action  
*Motion to rescind The Social Media Use Policy, Communication Systems/Email Policy and Use of Cellular Phones Policy effective immediately*
7. Budget and Levy 2017 Fiscal year – For Discussion
8. Resolution No. 2016-05 for Participation in State of Illinois Federal Surplus Property Program –For Action  
*Motion to approve Resolution No. 2016-05 for Participation in State of Illinois Federal Surplus Property Program*

**K. ANNOUNCEMENTS**

**L. ADJOURNMENT**