

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

**AGENDA FOR BOARD OF LIBRARY TRUSTEES MEETING  
January 16, 2017 7:00 P.M.  
Room 104**

**A. CALL TO ORDER**

**B. ROLL CALL**

**C. APPROVAL OF MINUTES FROM DECEMBER 19, 2016—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. Approve wire transfers to pay bills for Fiscal Year 2017 – For Action  
*The Orland Park Public Library Board of Library Trustees approves the wire transfers to pay bills for Fiscal Year 2017.*

2. Approval of Automated Data Processing (ADP) payroll and time tracking services in the amount of \$11,335 which includes set-up/training as well as the annual cost of the service – For Action  
*Motion to approve the Automated Data Processing (ADP) payroll and time tracking services in an amount not to exceed \$11,335 which includes set-up/training as well as the annual cost of the service.*
3. Approval to close the Illinois Funds Operating and Special Reserve accounts and the US Bank Operating and Special Reserve accounts - For Action  
*Motion to approve the closing of the Illinois Funds Operating and Special Reserves accounts and the US Bank Operating and Special Reserve accounts.*
4. Approval to open a Tax Receipts Funds account and a Special Reserves Funds account with Marquette Bank – For Action  
*Motion to approve the opening of a Tax Receipts Funds account and a Special Reserves Funds account with Marquette Bank.*
5. Approval of the updated wire transfer authorization agreement for the Marquette Bank accounts – For Action  
*Motion to approve the updated wire transfer authorization agreement for the Marquette Bank accounts*
6. Approval for the registration cost for trustees in the amount of \$25 each for the 2017 Legislative Meet-Up event held at Tinley Park Public Library on February 14, 2017 – For Action  
*Motion to approve the registration cost for trustees in the amount of \$25 each for the 2017 Legislative Meet-Up event held at Tinley Park Public Library on February 14, 2017.*
7. Approval for the reimbursement cost for School Liaison Kara DeCarlo and Preschool Coordinator Stephanie Thomas to attend the Illinois Youth Services Institute Conference in Springfield, Illinois from March 10-11, 2017 in an amount not to exceed \$550 for both attendees – For Action  
*Motion to approve the reimbursement cost for School Liaison Kara DeCarlo and Preschool Coordinator Stephanie Thomas to attend the Illinois Youth Services Institute Conference in Springfield, Illinois from March 10-11, 2017 in an amount not to exceed \$550 for both attendees.*

## **K. ANNOUNCEMENTS**

## **L. ADJOURNMENT**