

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

**AGENDA FOR BOARD OF LIBRARY TRUSTEES MEETING
September 21, 2020 7:00 P.M.
Room 104**

A. CALL TO ORDER

B. ROLL CALL

C. APPROVAL OF MINUTES FROM AUGUST 17, 2020—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. CLOSED SESSION TO DISCUSS THE APPOINTMENT, EMPLOYMENT, COMPENSATION, DISCIPLINE, PERFORMANCE, OR DISMISSAL OF SPECIFIC EMPLOYEES OF THE PUBLIC BODY OR LEGAL COUNSEL FOR THE PUBLIC BODY AND APPROVAL OF MINUTES FROM PRIOR CLOSED SESSIONS

G. PAYMENT OF BILLS – FOR ACTION

H. TREASURER’S REPORT – FOR ACTION

I. LIBRARIANS’ REPORT/STAFF REPORTS

J. COMMITTEE REPORTS

1. Building and Maintenance
 - a. Orland Park Public Library’s Renovation Project Update – For Discussion
 - b. Water damage to north wall of Youth Services – For Discussion
2. Finance (Committee of the Whole)
3. Service and Policy
 - a. Recommendation(s) to the Board of Library Trustees for approval of the revisions to B 2 Study Room Policy – For Discussion
 - b. Recommendation(s) to the Board of Library Trustees for approval of the revisions to B 1 Meeting Room Policy – For Discussion

- c. Recommendation(s) to the Board of Library Trustees for approval of the revisions to B 9.2 Schedule of Fines – For Discussion
 - d. Recommendation(s) to the Board of Library Trustees for approval of B 6.6 Today’s Business Solutions, Inc. Tech Center Policy – For Discussion
- 4. Personnel
 - a. Approval of the minutes from the September 3, 2020 Personnel Committee – For Action
Motion to approve the September 3, 2020 Personnel Committee minutes
 - b. Recommendation(s) to the Board of Library Trustees for Replacing the Shelver position with Library Clerk in Grade Level F – For Discussion
 - c. Recommendation(s) to the Board of Library Trustees for the 2021 Salary Schedule – For Discussion
 - d. Recommendation(s) to the Board of Library Trustees for the 2021 Grade Level D through M hourly staff raise increase – For Discussion
 - e. Recommendations (s) to the Board of Library Trustees for the 2021 Grade Level M –T salaried staff merit raise increase for 2021- For Discussion
 - f. Staff benefit cost allocation for 2021 – For Discussion
- 5. Law
- 6. Strategic Planning
- 7. Capital Campaign
 - a. December 5, 2020 Virtual Fundraiser event – For Discussion
 - b. Capital Campaign Naming Opportunities – For Discussion

K. UNFINISHED BUSINESS

- 1. Fiscal Year 2021 Budget and Levy – For Discussion

L. NEW BUSINESS

- 1. Approval of replacing the shelver position with Library Clerk in Grade Level F – For Action
Motion to approve replacing the shelver position with Library Clerk in Grade Level F
- 2. Approval of the 2021 Salary Schedule – For Action
Motion to approve the 2021 Salary Schedule
- 3. Approval of the 2021 Grade Level D through K hourly staff raise increases based on the minimum wage legislation impact – For Action
Motion to approve the 2021 Grade Level D through K hourly staff raise increases based on the minimum wage legislation impact

4. Approval of the 2021 Grade Level L – S salaried staff merit raise increase for 2021 from 0% - 5% - For Action
Motion to approve the 2021 Grade Level L – S salaried staff merit raise increase for 2021 from 0% - 5%
5. Motion to approve the Library Director’s 2021 salary with a merit increase of ___% - For Action
Motion to approve the Library Director’s 2021 salary with a merit increase of ___%
6. Approval of the staff benefit cost allocation for 2021 – For Action
Motion to approve the staff benefit cost allocation for 2021
7. Approval of the revisions to B 2 Study Room Policy – For Action
Motion to approve the revisions to B 2 Study Room Policy
8. Approval of the revision to B 1 Meeting Room Policy – For Action
Motion to approve the revision to B 1 Meeting Room Policy
9. Approval of the revision to B 9.2 Schedule of Fines – For Action
Motion to approve the revision to B 9.2 Schedule of Fines
10. Approval of the revisions to B 6.6 Today’s Business Solutions, Inc. Tech Center Policy – For Action
Motion to approve the revisions to the B 6.6 Today’s Business Solutions, Inc. Tech Center Policy
11. Approval of the December 5, 2020 Virtual Fundraising Event – For Action
Motion to approve the December 5, 2020 Virtual Fundraising Event

M. ANNOUNCEMENTS

N. ADJOURNMENT