

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

**AGENDA FOR BOARD OF LIBRARY TRUSTEES MEETING
July 18, 2022 7:00 P.M.
Room 104**

A. CALL TO ORDER

B. ROLL CALL

C. APPROVAL OF MINUTES FROM JUNE 20, 2022 – FOR ACTION

D. INTRODUCTION OF VISITORS

Jeffrey Lee from Diligent Corporation (via live virtual demo)

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. PAYMENT OF BILLS – FOR ACTION

G. TREASURER’S REPORT – FOR ACTION

H. LIBRARIANS’ REPORT/STAFF REPORTS

I. 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

J. UNFINISHED BUSINESS

1. Motion to remove from the table the consideration of the Trane Maintenance Contract for the preventative maintenance of the HVAC system including the Tracer Summit Control System in the amount of \$9905.00 each year for three years from July 1, 2022 – June 30, 2023; from July 1, 2023 – June 30, 2024; and from July 1, 2024 – June 30, 2025
2. Approval of the Trane Maintenance Contract for the preventive maintenance of the HVAC system including the Tracer Summit Control System in the amount of \$9607.85 for Year 1 July 1, 2022 - June 30, 2023; \$9905.00 for Year 2 July 1, 2023 - June 30, 2024; and \$9905.00 for Year 3 July 1, 2024 – June 30, 2025

Motion to approve the Trane Maintenance Contract for the preventive maintenance of the HVAC system including the Tracer Summit Control System in the amount of \$9607.85 for Year 1 July 1, 2022 - June 30, 2023; \$9905.00 for Year 2 July 1, 2023 - June 30, 2024; and \$9905.00 for Year 3 July 1, 2024 – June 30, 2025

K. NEW BUSINESS

1. Approval of the revisions to the Employee Handbook regarding Non-Discrimination and Anti-Harassment Policy
Motion to approve the revisions to the Employee Handbook regarding Non-Discrimination and Anti-Harassment Policy
2. Approval of the revisions to the Employee Handbook regarding the Equal Employment Opportunity Policy
Motion to approve the revisions to the Employee Handbook regarding the Equal Employment Opportunity Policy
3. Approval of the revisions to the Employee Handbook regarding the Sick Leave Policy
Motion to approve the revisions to the Employee Handbook regarding the Sick Leave Policy
4. Strategic Plan 2021-2022 Update – For Discussion
5. Strategic Plan 2023-2024 – For Discussion

L. ANNOUNCEMENTS

M. ADJOURNMENT