

# COLONA DISTRICT PUBLIC LIBRARY

## Board Meeting

November 12, 2024

6:30 p.m.

### AGENDA

**Mission Statement:** The Colona District Public Library provides services and high interest materials in a variety of formats. This enables the district residents to obtain information to meet their personal and educational needs. Special emphasis is placed on stimulating young readers to use and enjoy the library and to provide services for students of all levels.

- |   |                          |             |
|---|--------------------------|-------------|
| I. Call to Order  | President                |             |
| II. Recognition of Visitors                               | President                |             |
| III. Approval of Minutes                                  | President                | Approval    |
| IV. Reports   |                          |             |
| A. Treasurer's Report                                     | Treasurer                | Approval    |
| B. Youth Services' Report                                 | Youth Services Assistant | Information |
| C. Director's Report                                      | Director                 | Information |
| V. Old Business   |                          |             |
| A.  |                          |             |
| VI. New Business  |                          |             |
| A. Hoffman & Tranel Audit                                 | Kim Hoffman              | Approval    |
| B. Illinois Comptroller Annual Financial Review           | Kim Hoffman              | Approval    |
| C. Education and Reimbursement Plan                       | Board                    | Approval    |
| D. Succession Plan  | Board                    | Approval    |
| E. Blackhawk Bank 18-Month CD                             | Director                 | Approval    |
| F. IMRF Funds   | Director                 | Approval    |
| G. Library Use Policy                                     | Board                    | Assign      |
| H. Patron Behavior/Code of Conduct Policy                 | Board                    | Assign      |
| I. Patron Confidentiality Policy                          | Board                    | Assign      |
| VII. Further Business                                     |                          |             |
| A. Employee Handbook (pgs 26-30)                          | Board                    | Discussion  |
| B. Standards for Illinois Public Library (Chapters 12-13) | Board                    | Discussion  |
| C. Strategic Plan (Goal 1 and 2)                          | Board                    | Discussion  |
| VIII. Adjournment   |                          |             |

Next Meeting: January 14, 2025 at 6:30pm