

Parlin-Ingersoll Public Library
Board of Trustees

Agenda: November 20, 2019

A.) Call to Order: 4 p.m.: Trygve Meade, President

B.) *October 16, 2019 Minutes

C.) Public Comments

D.) Communications

- Helping Hands Donation of \$727.50 for Summer Reading Program
- Patron comment on Library Catalog
- Christmas Staff Luncheon Closure Dec. 12th from 12:00-2:00 p.m.
- Possible Workers' Compensation Claim
- ILA Update
- Checking Account Signature Cards completed
- Charles D. Ingersoll Trust meeting, October 23, 2019 follow up
- Director activities in October: Directors Lunch, Volunteering at Helping Hands Resale Shoppe, Illinois Library Association Conference, Rotary Board Meeting, Rotary Luncheons

E.) Agenda Items

- 1.) ***Consent Agenda for October 2019:** Action Item
- 2.) **Investment Policy Statement Charles D. Ingersoll Trust 2019:** Possible Action Item
- 3.) **New Trust Resolution Form for Officer Change:** Action Item
- 4.) **Professional Development Policy:** Action Item
- 5.) **Amend Personnel Policy Vacation Section:** Action Item
- 6.) **Letter to Mayor and City Attorney about Taxation Issue:** Discussion and Possible Action
- 7.) **Christmas Bonuses:** Action Item
- 8.) **Checked Out and Unreturned Items for FY19:** Discussion
- 9.) **List of Scheduled Meetings for 2020:** Action Item

F.) Adjournment

Consent Agenda:

- *Monthly Circulation and Activity Reports
- *Monthly Income and Expenditure Statements
- *Monthly MidAmerica Trust report and General Ledger (Finance Committee Only)

*Denotes documents enclosed in board packet. Unless otherwise stated, enclosures go to all Board members.

Posted: