

**Parlin-Ingersoll Public Library  
Board of Trustees**

Agenda: May 15, 2024—4:00 p.m.----Library Program Room

**AGENDA**

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

**B.) April 17<sup>th</sup>, 2024 Minutes**

**C.) Public Comments**

**D.) Communications**

- FY24 HVAC Project Update
- IPLAR and Annual Library Report
- First tax distribution received at \$11,585.38
- Winsor-Downey Day and Summer Reading Program update
- Director activities in April: Rotary Meetings, Rotary Fund Drive, Health Insurance Committee Meetings, TIF Report Review Meeting, RAILS City Director's Meeting, Charles D. Ingersoll Trust Meeting

**E.) Agenda Items**

- 1.) **\*Consent Agenda for April 2024: Action Item**
- 2.) **Program Room Policy: Discussion and Action Item**
- 3.) **Identity Protection Policy: Action Item**
- 4.) **Notary Public Service Policy: Action Item**
- 5.) **Elson Circle Fencing Bid Approval: Action Item**
- 6.) **Final Approval of Trustee Appointments: Action Item**

**F.) Adjournment**

***Consent Agenda:***

- **\*Monthly Circulation and Activity Reports**
- **\*Monthly Income and Expenditure Statements**
- **\*Monthly MidAmerica Trust report and General Ledger**

**AGENDA—Meeting #2**

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

**B.) Public Comments**

**C.) Agenda Items**

**1.) Appointment of Library Officers for FY25: *Discussion & Action Item***

**2.) \*Freedom of Information Act Policy FY25: *Action Item***

**D.) Adjournment**