

Brookfield Public Library

The mission of the Brookfield Public Library is to create a cultural, educational, and informational center for the community by providing readily accessible and organized materials, programs and services that enrich the lives of residents of all ages.

**Board of Trustees
Regular Meeting**

**February 21, 2007 7:00 PM
Conference Room**

AGENDA

1. Call to order and roll call
2. Action: approve audio conference attendance of Trustee Judith Sweet
3. Approval of agenda
4. Acknowledgments/Presentations
 - A. Ted and Kathleen Schwitzner
5. Consent agenda (*Any trustee may remove items from the consent agenda for action by the Board.*)
 - A. Approval of minutes, regular meeting of January 24, 2007
 - B. Acceptance of closed session minutes of January 24, 2007
 - C. Approval of minutes, special meeting of January 17, 2007
 - C. Acceptance of financial statements for January 2007
 - D. Acceptance of director's report for February 2007
6. Item(s) removed from consent agenda (*if any*)
7. Communications and Correspondence
 - A. Written
 1. Newspaper articles / photos
 2. Memoranda from Library Attorney Roger Ritzman
 3. Memoranda from State Library on annual interlibrary loan survey
 4. Thank you letter to Representative Bob Biggins for circuit breaker forms
 - B. Comments of visitors
Visitors are asked to introduce themselves at this time and present any issues they wish to discuss. Visitors wishing to address specific agenda items will be granted two to five minutes per item at the discretion of the President not to exceed a total of twenty minutes.
8. President's report
9. Director's report
10. New business
 - A. Liaison reports
 1. MLS
 2. Friends of the Library
 3. Library Trustee Forum
 4. Village Board
 - B. Committee reports
 1. Finance Committee
 - a. Action: approve monthly warrant

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- b. Discussion and action: approve fiscal year 2007 budget
- 2. Policy Committee
 - a. Policy review and action: Consent of Program Participants policy
- 3. Building and Grounds Committee
 - a. Discussion: update on capital projects
 - b. Discussion: building program
- 4. Advocacy report
- 11. Action: Resolution 2007-03 Calendar Year Fiscal Year
- 12. Discussion: Trustee recognition dinner
- 13. Discussion: April 19 Library Day
- 14. Discussion: 2007 Taste of Brookfield @ Your Library fundraiser
- 15. Executive Session:
 - A. Real estate (5 ILCS 120/2 c (5))
 - B. Personnel (5 ILCS 120/2 c (1))
- 16. Discussion / action resulting from the above closed session
- 17. Final Public Forum

Visitors who wish to address the Board at this time are asked to introduce themselves. This item on the agenda will take no more than 15 minutes. The President of the Board will divide this 15-minute segment by the number of persons who have requested to speak to the Board to determine the amount of time allotted to each person. The President will then call on those people one at a time to stand and address the Board for no more than the allotted time.
- 18. Announcements
- 19. Adjournment

Individuals requiring special accommodations as specified by the American With Disabilities Act are requested to notify the Library at 708-485-6917 at least 24 hours in advance of this meeting date.