

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**

**June 28, 2006 7:00 PM  
Conference Room**

**AGENDA**

1. Call to order and roll call
2. Approval of agenda
3. Consent agenda *(Any trustee may remove items from the consent agenda for action by the Board.)*
  - A. Approval of minutes, regular meeting of May 24, 2006
  - B. Approval of minutes, special meeting of June 2, 2006
  - C. Acceptance of financial statements for May 2006
  - D. Acceptance of director's report for June 2006
4. Item(s) removed from consent agenda *(if any)*
5. Swearing in of Trustee appointee Theodore Schwitzner
6. Communications and Correspondence
  - A. Written
    1. Newspaper articles / photos
    2. Thank you to patron Greg Fleischman
    3. Taste of Brookfield @ Your Library appeal letter
    4. Letter to Alice Calabrese commending Kathryn Deiss, Visioning Day facilitator
    5. Thank you letter to visioning day community participants
    6. Request for tuition assistance by staff member Benjamin Wappler
  - 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.*
7. President's report
8. Director's report
9. Old business
  - A. Discussion: Migration project update
  - B. Discussion: Insurance update
  - C. Action: Discuss and appoint remainder of FY2006-07 Committees
10. New business
  - A. Liaison reports
    1. MLS
    2. Friends of the Library
    3. Library Trustee Forum
    4. Village Board
  - B. Committee reports

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1. Finance Committee
  - a. Action: approve monthly warrant
2. Policy Committee
  - a. Policy review and action: Policy on Public and Community Relations and Public Forum at Meetings of the Board
3. Building and Grounds Committee
  - a. Update on current projects and fiscal year 2006-07 capital projects
  - b. Discussion and action: Approve architectural proposal by Burnidge Cassell Associates
11. Action: Discuss and approve IT consulting contract (David Tuma)
12. Action: Semi-annual review of minutes from executive session meetings
13. Discussion: Progress in meeting Chapter VI, "Programming", of *Serving Our Public: Standards for Illinois Public Libraries*
14. Action: Discuss and approve Library vision statement
15. Action: Discuss and approve 2006-2010 Long-Range Strategic Plan
16. Discussion: Activities and involvement in the long-term fundraising arm of the Friends of the Library
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. Board of Trustees review / group exercise
20. 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.