

AGENDA

Joliet Public Library Board of Trustees Meeting
Main Library – Meeting Room “B”
February 19, 2004 – 7:30 p.m.

- 1) Convene and Call to Order
 - Pledge of Allegiance
- 2) Roll Call of Trustees
- 3) Agenda Revisions
- 4) Joliet Area Garden Club – Branch Patio Garden Maintenance Proposal
 - Jo Ann Chenell and Sandy Humbert
- 5) Approval of Minutes
 - Monthly Board Meeting – January 15, 2004
 - Building and Grounds Committee Meeting – January 27, 2004
- 6) Treasurer’s Report
 - a) Schedule of Accounts Payable
 - i) Accounts Payable/February 19, 2004 - \$103,112.23
 - ii) Checks Written Since Last Report - \$236,998.95
 - iii) Electronic Federal Tax Payments 1/16/04, 1/30/04, 2/13/04 - \$62,216.13

TOTAL ACCOUNTS PAYABLE \$402,327.31
 - b) Financial Reports (to file for audit)
 - i) Balance Sheet 01/31/04
 - ii) January Report of Accounts 101010,15,17,18
 - iii) Tax Distribution Report
- 7) Librarian’s Report
 - a) Statistical
 - b) Narrative
 - c) ACTION ITEMS –
 - i) Staff Institute Day / Library Closing June 3, 2004.
 - ii) Lighthouse Block Time Purchase - \$8500.
- 8) Assistant Librarian’s Report
 - a) Projects
 - b) Grants
 - c) Miscellaneous Report
- 9) Committee Reports
 - a) Executive – James Szczepaniak, Chairperson
 - b) Building and Grounds – Kennedy Millsap, Chairperson
 - c) Finance – Ron Cornelius, Chairperson
 - d) Personnel – Nancy Henriksen, Chairperson
 - e) Program – Emmie Ostrem, Chairperson
 - f) Automation – Dan Hopkins, Chairperson
- 10) Unfinished Business
- 11) New Business
- 12) Staff Reports
- 13) Public Participation
- 14) Announcements
- 15) Adjournment
- 16) FYI - The next meeting of the Joliet Public Library Board of Trustees will be 7:30 p.m., March 18, 2004, at the Main Library. Board packets will be available for pickup at the Main Library Circulation Desk after 3:30 p.m. on the Wednesday preceding the Board meeting.