

AGENDA - REGULAR MONTHLY MEETING

HIGHWOOD PUBLIC LIBRARY BOARD OF TRUSTEES

Monday, February 20, 2012 – 7:00 Pm

Adult Reading Room Conference Table

1. Call to order
2. Roll call
3. Motion to allow Trustee Regalado to join the meeting via conference call
4. Public comment
5. President's report – Lucy Hospodarsky
 - a. Need for soliciting businesses for summer reading program prizes
 - b. Need for translator for summer reading program flyers
 - c. Lighting Project completion
6. Secretary's report – Catherine Regalado
 - a. Motion to approve meeting minutes:
 - i. Regular meeting January 17, 2012
 - ii. Special meeting January 25, 2012
7. Communication
8. Staff Liaison Report – Ferguson Mills
9. Treasurer Report – Nora Loreda
 - a. Motion to approve the December 2011 P&L
 - b. Motion to approve the February 2012 Invoices
 - c. Motion to approve the Keyth Securities Invoice
 - d. Motion to approve the Treasurer's report (P&L, Balance Sheet, and Check Register as of January 31, 2012)
 - e. Reporting to the City – include the Dec 2011 P&L if approved
10. Librarian's report – Lucy Hospodarsky
 - a. Programming – K9 Reading Buddies of the North Shore Program
 - b. Statistics
11. Committee reports
 - a. Policy Committee

The Mission of the Highwood Public Library is to be the library of choice for members of the community. We will achieve this by creating innovative policies, services, and a physical and digital environment where community members can explore and discover their world, relate and connect to their community, develop and foster their identity, grow and expand their mind, and find and inspire their creativity.

- b. Technology Committee
- c. Finance Committee
- d. Building and Grounds
- e. Personnel Committee
- f. Other committee reports

12. Old business

13. New business

- a. 35th anniversary – How to commemorate?
- b. ILA Small Business Association Grant
- c. Motion to create an Interim Operations Manager position
- d. Motion to approve Mr. Mills as the Interim Operations Manager
- e. Motion to hire additional staff
- f. Motion to change hours of operation

14. Executive session

- a. Matters of personnel

15. Action Items Coming From Executive Session

16. Adjournment

Next regular board meeting – Monday March 19, 2012 at 7 p.m.

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