

**Divernon Township Library
Library Trustee Board Meeting
Tuesday, November 6, 2012, 6:00 P.M.
Agenda**

1. Call to Order (6:00 P.M.)
2. Roll Call
3. Recognition of Visitors
4. Minutes of Meeting, October 2, 2012
5. Adoption of minutes, October 2, 2012 meeting
6. Business
 - A. Finance
 1. Treasurer's Report / Payment of Bills
 2. Approval of Report / Payment of Bills
 3. Discuss & vote on transferring of funds to different accounts
 - B. Building Improvement Committee
 1. Discuss Bids & vote generator for library
 2. Discuss & vote on new carpeted mat for front entry way of Library & floor coverings for under patron computer chairs and librarian's computer chairs
 3. Discuss & vote purchasing new chairs for the library
 4. Discuss & vote gutter cleaning & bids for gutter guards (Alan)
 5. Discuss & vote on putting new lights in front of library above librarian's desk and children's table. (Jake)
 - C. Discuss & vote on Preventive Maintenance agreement from Tee Jay Central, Inc. on front door.
 - D. Illinois Open Meetings Act Training (<http://foia.ilattorneygeneral.net/Default.aspx>)
 - E. Discuss & vote on how credit to be used from Illinois Heartland Library System
 - F. Discuss & vote Christmas party date & location.
- G. Executive Session
 7. Librarian's Report
 - A. Electrical Service & breaker box
 - B. Wiley's Office Store
 - C. Per Capita Grant
 - D. Part time help
 - E. Polaris test
 - F. Bathrooms winterized
 - G. Back Door
 - H. Heat register
 - I. Outside lights
8. Adjournment