

**Divernon Township Library  
Library Trustee Board Meeting  
Tuesday, November 7, 2017 6:00 P.M.  
Agenda**

1. Call to Order (6:00 P.M.)
2. Roll Call
3. Recognition of Visitors.
4. Public Comment: Visitors wishing to address specific agenda items will be granted three to five minutes at the discretion of the President, not to exceed a total of twenty minutes.
5. Minutes of Meeting, October 3, 2017
6. Adoption of minutes, October 3, 2017 meeting
7. Business
  - A. Finance
    1. Treasurer's Report / Payment of Bills
    2. Approval of Report / Payment of Bills
    3. Discuss and vote on renewal of CD's
  - B. Discuss proposal for building addition to the library from Tim Downen Hurst Roche (Jake)
  - C. Per Capita Grant
    1. Review and discuss Chapter 12 of the Serving our Public 3.0
    2. Review Chapter 1-5 of the Trustee Facts File
    3. Discuss continuing education for library staff and at least one trustee
    4. Discuss Open Meetings act electronic training
  - D. Discuss Annual financial Report email received from Denise Township Clerk
  - E. Discuss hiring of new employee to replace me as Director
  - F. Discuss and vote on Christmas party to be held in December on regular board meeting night.
  - G. Executive Session
8. Librarian's Report
  - A. Voter registration event

- B. Interlibrary loan and reciprocal Borrowing statistical Survey
- C. Story Hour & Movie night
- D. Memorial Ashley McCrady
- E. Vacation

9 Adjournment (Next meeting Christmas party Tuesday December 5, 2017)