



100 LIBRARY LANE
GRAYSLAKE, IL 60030

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PUBLIC NOTICE

The Board of Trustees of the Grayslake Area Public Library District will hold its regular meeting on Tuesday, December 14, 2021 at 7:00 PM in the John H. Epstein Room of the Library at 100 Library Lane, Grayslake, Illinois. Live stream of the meeting is also available through Zoom.

Zoom link @ <https://us02web.zoom.us/j/87885554420?pwd=U0dHNnBFNURINXAzaXBEL0o4eGVScz09>

Jan Davis, Interim Library Director

Dated: December 10, 2021

**GRAYSLAKE AREA PUBLIC LIBRARY DISTRICT
REGULAR MEETING
DECEMBER 14, 2021
7:00 PM
AGENDA**

- I. **CALL TO ORDER**
- II. **ROLL CALL**
- III. **ADDITIONS TO THE AGENDA**
- IV. **PUBLIC COMMENTS**
- V. *****CONSENT AGENDA ITEMS**
 - A. **Minutes of Previous Meetings**
 - 1. **Regular Meeting November 9, 2021**
 - 2. **Executive Session November 9, 2021**
 - B. **Correspondence and Communications**
 - C. **Report of the Librarian**
 - 1. **Interim Director's Report**
 - 2. **Statistical Reports - November 2021**
 - a. **Public Services**
 - 1.) **Transparency Dashboard**
 - b. **Resource Services**
 - D. **Department Head Reports**
 - E. **Staff Reports**
- VI. **TREASURER'S REPORT AND PAYING OF THE BILLS**
 - A. **Treasurer's Report**
 - 1. **Executive Budget Summary November 2021**
 - 2. **Financial Statements and Supplements November 2021**
 - B. *****Approval of Paying of the Bills**
 - 1. **Check Detail Report November 2021**
 - 2. **CPA Cover Sheet November 2021**

VII. OTHER REPORTS

- A. Report of the Friends of the Library Representative
- B. Report of the Policy Committee
- C. Report of the Finance Committee
- D. Report of the Building and Grounds Committee
 - 1. Minutes of the October 7, 2021 Building & Grounds Committee Meeting
- E. Report of the Grayslake Library Foundation

VIII. UNFINISHED BUSINESS

- A. ***Approval of Employee Vaccine Direction
- B. ***Approval of Reviewed By-Laws "As Is" or Continue Committee of a Whole Discussion from Policy Committee Meeting
 - 1. September 2021 RAILS - Fast Facts Survey on Board Committees
 - 2. MEMO: Committee of a Whole Discussion from Policy Committee on October 20, 2021
 - 3. Reviewed By-Laws
- C. ***Approval of Intergovernmental Agreement for Joint Purchasing of Library Programming, Events, and Services
 - 1. IL Intergovernmental Agreement
 - 2. IGA Review and Approval by Attorney
- D. Master Space Plan Discussion with Building & Grounds Committee
 - 1. Meristem Financial Projections
 - 2. GAPLD Graphic Plans

IX. NEW BUSINESS

- A. ***Approval of the Audit for Fiscal Year 2020-2021
 - 1. Annual Financial Report 2020-2021 Audit
 - 2. Management Representation Letter
 - 3. Notice of Availability of Audit Report
- B. ***Approval of Heil & Heil Insurance Proposal
 - 1. Grayslake Proposal 2021-2022
 - 2. Grayslake Proposal from CNA
 - 3. Grayslake Rev Proposal
- C. ***Approval of Illinois Public Library Per Capita Grant Application
 - 1. Grant Application
 - 2. Per Capita Grant Expenditures 2020
- D. ***Ratification of Acceptance of Library Director's Resignation
- E. ***Enter Executive Session for the purpose of the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body under section 2(c)(1) of the Open Meetings Act
- F. Library Director Search Update
 - 1. [Executive Director Search](#)
- G. Review and Discussion of Library Director Job Descriptions
 - 1. 2018 Director Job Description
 - 2. 2021 Director Job Description

X. Adjournment

***Denotes items requiring a motion