

**Orland Park Public Library
14921 Ravinia Avenue
Orland Park, IL 60462**

**AGENDA FOR BOARD OF LIBRARY TRUSTEES MEETING
November 19, 2018 7:00 P.M.
Room 104**

A. CALL TO ORDER

B. ROLL CALL

C. APPROVAL OF MINUTES FROM OCTOBER 15, 2018—FOR ACTION

D. INTRODUCTION OF VISITORS

Michael Barnes, Architect; Lisa Schmidt, Wight & Co. and John Lucas, Wight & Co. to discuss the Master Space Plan Study

E. PUBLIC COMMENT

There will be 30 minutes allowed for public comment with a five minute maximum per speaker. The time limit may be extended upon a majority vote of the Board.

F. TREASURER’S REPORT AND PAYMENT OF BILLS—FOR ACTION

G. LIBRARIANS’ REPORT/STAFF REPORTS

H. COMMITTEE REPORTS

1. Building and Maintenance
2. Finance (Committee of the Whole)
3. Service and Policy
4. Personnel
5. Law
6. Strategic Planning
7. Capital Campaign

I. UNFINISHED BUSINESS

1. Accept the Master Space Plan Study: Assessments and Recommendations from michael c barnes, architect and Wight & Co – For Action
Motion to accept the Master Space Plan Study: Assessments and Recommendations from michael c barnes, Architect and Wight & Co

2. Review and Approval of the 2019 Budget and Levy – For Action
Motion to approve the 2019 Budget and Levy at a 4% increase and adopt a “Resolution Setting Forth Financial Requirements of Orland Park Public Library for the Fiscal Year Beginning January 1, 2019 and Ending December 31, 2019”

3. Decision to be made with respect to the roofing project and existing contract with Anthony Roofing Teca America, LLC - For Action
Motion to set forth in the Notice to Proceed issued to Anthony Roofing Teca America, LLC, a spring 2019 commencement of the work date, due to weather conditions and to authorize the Library Director to have the Notice to Proceed delivered to the contractor.
Or
Motion to terminate the contract with Anthony Roofing Teca America, LLC for convenience and to authorize the Library Director to prepare and deliver to Anthony Roofing Teca America, LLC, a Notice of Termination effective immediately.

J. NEW BUSINESS

1. Approval of the 2018 audit engagement letter from McClure, Inserra & Co. in the amount of \$12,100 – For Action
Motion to approve the 2018 audit engagement letter from McClure, Inserra & Co. in the amount of \$12,100

2. Approval of the BAL Industries carpet cleaning contract from January – June, 2019 in the amount not to exceed \$8,000 - For Action
Motion to approve the BAL Industries carpet cleaning contract from January – June, 2019 in the amount not to exceed \$8,000

3. Approval of the actuary contract with Lauterbach & Amen, LLP in an amount not to exceed \$2,600 - For Action
Motion to approve the actuary contract with Lauterbach & Amen, LLP in an amount not to exceed \$2,600

K. ANNOUNCEMENTS

L. ADJOURNMENT