

**COOK MEMORIAL PUBLIC LIBRARY DISTRICT  
413 N. MILWAUKEE AVENUE  
LIBERTYVILLE, ILLINOIS 60048**

June 18, 2024

Board Meeting  
6:30 p.m.

The regular meeting of the Board of Library Trustees of the Cook Memorial Public Library District scheduled for Tuesday, June 18, 2024 will be held in the Meeting Room at the Aspen Drive Library, 701 Aspen Drive, Vernon Hills, Illinois.

1. Call to order.
2. Pledge of Allegiance.
3. Roll Call.
4. Public Comment.
5. Approval of the Minutes.
  - a. Minutes of the Closed Session Meeting of May 21, 2024.
  - b. Minutes of the Regular Meeting of May 21, 2024.
6. Approval of the Bills.
7. Report of the Director.
  - a. Statistical Report.
  - b. Narrative Report.
  - c. Personnel Report.
  - d. Investment Report.
8. Report of the President.
9. Reports of Committees and Representatives.
  - a. Finance and Employee Practices.
    - i. Schedule Budget and Appropriation Hearing.
    - ii. Approval of FY 2025 Operating Budget.
    - iii. Approval of Resolution 2023-2024/22 Adopting Revised Salary Schedules.
    - iv. Approval of Resolution 2023-2024/23 Authorizing Employee Engagement Survey with AllOne Consulting.
    - v. Approval of Resolution 2023-2024/24 Authorizing the Transfer of \$555,776 from the General Fund to the Special Reserve Fund and the Transfer of \$350,000 from the General Fund's Technology Reserve to the Special Reserve Fund.

- b. Building and Grounds.
- c. Policy Review.
- d. Technology.
- e. Resources, Services and Long-Range Planning.
- f. Friends' Representative.
- g. RAILS Representative.
- h. Historical Society Representative.

10. Other Business.

- a. Approval of Resolution 2023-2024/25 Authorizing the Library's Participation in the Non-Resident Fee Program.
- b. Approval of Ordinance 2023-2024/3 Setting Forth a Schedule of Regular Meetings of the Board of Library Trustees of the Cook Memorial Public Library District Commencing July 1, 2024 and Ending June 30, 2025.
- c. Approval of Resolution 2023-2024/26 Authorizing the Library Director and Finance Director to Execute Required Paperwork with all Designated, Eligible Depository Institutions for the Fiscal Year July 1, 2024 through June 30, 2025.
- d. Selection of Trustees for Annual Secretary's Audit.

11. Communications.

12. Upcoming Meetings and Events.

- a. Resources, Services and Long-Range Planning Committee Meeting on Wednesday, July 10, 2024 at 6:30 p.m. at the Cook Park Library.
- b. Regular Board Meeting on Tuesday, July 16, 2024 at 6:30 p.m. at the Cook Park Library.
- c. Policy Review Committee Meeting on Tuesday, August 13, 2024 at 5:00 p.m. at the Aspen Drive Library.
- d. Building and Grounds Committee Meeting, TBD.

13. Public Questions.

14. Closed Session as Permitted By 5 ILCS 120/2(c)(1) to Discuss the Performance of a Specific Employee.

15. Adjournment.

Deb Ader, President  
Board of Library Trustees

June 13, 2024

*Any person needing an accommodation for a disability in order to attend a meeting at the Library should contact the Administration Office by telephone at (847)362-2330, by email at [ADA@cooklib.org](mailto:ADA@cooklib.org) or in writing, not less than five (5) business days prior to the meeting.*