

**NILES PUBLIC LIBRARY DISTRICT  
BOARD MEETING AGENDA**

**October 18, 2007**

**7:15 PM**

**Board Room**

**6960 Oakton Street**

**Niles, Illinois**

ORDER OF BUSINESS

1. Call To Order
2. Approval of Minutes
  - A. Regular Board Meeting of September 18, 2007 (Exhibit 2.A)
  - B. Personnel and Policy Committee Meeting of September 18, 2007 (Exhibit 2.B)
3. Approval of the Treasurer's Report
4. Approval of Payment of Bills
5. Administrator's Report
  - A. Recommended Motions
    - a. MOVE the Library Board of Trustees approve payment to Canon Business Solutions in the amount of \$4,420.00.
    - b. MOVE the Library Board of Trustees authorize payment to Oak Brook Mechanical Services, Inc., in the amount of \$4,222.63.
    - c. MOVE the Library Board of Trustees authorize the payment to Aurora Sign Company in the amount of \$30,520.00.
  - B. Meeting Room Requests
    - a. North Shore Chapter of The Chicago Computer Society for October 18 and November 15, 2007.
    - b. Humanities Treasures for November 1 and 15, 2007.
    - c. Niles All American Toastmasters Club for November 5 and 19, 2007.
    - d. Watson Financial Associates for November 6, 2007.
6. Communications
7. Hearing of Delegates
8. Secretary's Report
9. Committee Reports
  - A. Building and Grounds
  - B. Finance
  - C. Grievance
  - D. Personnel and Policy
  - E. Audit

## **Board Meeting Agenda—October 18, 2007**

### 10. Liaison Reports

- A. Friends of the Library
- B. Legislative
- C. North Suburban Library System

### 11. Old Business

### 12. New Business

- A. Approval of Appointments and Resignations
  - a. Resignation of Willard Sampson from the part-time position of Library Page, effective September 4, 2007.
  - b. Resignation of Peg Ciszek from the full-time position of Youth Services Librarian/School Liaison, effective October 2, 2007.
  - c. Resignation of Xiping Xhuang from the part-time position of Library Page, effective October 14, 2007.
  - d. Appointment of Robert Zielinski to the part-time position of Library Page, at a rate of \$7.50 per hour, effective October 17, 2007.

### 13. Adjournment