

**NILES PUBLIC LIBRARY DISTRICT  
BOARD MEETING AGENDA  
December 19, 2007  
7:00 PM  
Board Room  
6960 Oakton Street  
Niles, Illinois**

ORDER OF BUSINESS

1. Call To Order
2. Approval of Minutes
  - A. Personnel and Policy Committee Meeting of November 14, 2007 (Exhibit 2.A)
  - B. Regular Board Meeting of November 14, 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 VISOgraphic, Inc., in the amount of \$4,517.06.
    - b. MOVE the Library Board of Trustees approve payment to CDW Government, Inc., in the amount of \$3,840.00.
    - c. MOVE the Library Board of Trustees approve payment to the Dell Computer Corporation in the amount of \$7,898.23.
  - B. Meeting Room Requests
    - a. North Shore Chapter of The Chicago Computer Society for December 20, 2007.
    - b. Humanities Treasures for December 20, 2007 and January 3, 2008.
    - c. Niles All American Toastmasters Club for January 7, 2007.
    - d. Watson Financial Associates for January 14, 2008.
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—December 19, 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 Mary Redman from the part-time position of Circulation Services Clerk, effective November 11, 2007.
  - b. Resignation of Greg Chmiel from the part-time position of Library Page, effective December 22, 2007.
  - c. Appointment of Arianne Carey to the full-time position of Youth Services Librarian, at a rate of \$21.00 per hour (\$40,950 per year), effective January 8, 2008.
- B. Other

### 13. Adjournment