

AGENDA
Case-Halstead Library Board of Trustees
Monday, January 6, 2014 – 7:00 pm
Clinton County Board Room

- I. Call to Order, Roll Call, and Introduction of Guests
- II. Pledge
- III. Meeting Minutes – December 2, August 29
- IV. Treasurer’s Report
- V. Library and Construction Bills
- VI. Statistics
- VII. Director’s Report
 - Staff Report
 - Performer’s Showcase – January 25
 - Surplus Library Furniture
- VIII. Standing Committee Reports
 - Budget Committee
 - Long Range Planning Committee
 - Building and Grounds Committee
 - Personnel Committee
 - Library Staff Evaluation Policy
- IX. Other Reports
 - Construction Reports
 - Cornerstone
 - Construction Update
 - Landscaping
 - Dehumidifier
 - Transformer-Pole vs. Pad
 - City Council Liaison
- X. Public Comment
- XI. Old Business
 - Review 2013 Library Calendar
 - Library 75th Anniversary – Time Capsule
 - Holiday Potluck
 - Parade Wrap-Up
- XII. New Business
 - Trustees Annual Accounting to the Court - Sept. 1, 2012 through August 31, 2013
 - Proposed By-Laws Change
 - Proposed Policy on Petty Cash and Reimbursements
 - Phil Lenzini
- XIII. Adjournment. Next meeting Monday, February 3, 2014, 7:00 p.m.

AGENDA
Case-Halstead Library Board of Trustees
Monday, February 3, 2014 – 7:00 pm
Clinton County Board Room

- I. Call to Order, Roll Call, and Introduction of Guests
- II. Pledge
- III. Meeting Minutes – January 6
- IV. Treasurer’s Report
- V. Library and Construction Bills
- VI. Statistics
- VII. Director’s Report
 - Item Hold Lists Changed by System
 - Summer Programs
 - Legislative Breakfast
 - Ghost Hunters
 - Bunker Hill and Breese Reopening
- VIII. Standing Committee Reports
 - Budget Committee
 - Long Range Planning Committee
 - Building and Grounds Committee
 - Personnel Committee
 - Library Staff Evaluation Policy
- IX. Other Reports
 - Construction Reports
 - Construction Update
 - Landscaping
 - City Council Liaison
- X. Public Comment
- XI. Old Business
 - Review 2013 Library Calendar
 - Library 75th Anniversary – Time Capsule
 - Trustees Annual Accounting to the Court - Sept. 1, 2012 through August 31, 2013
 - Proposed Policy on Petty Cash and Reimbursements
 - Phil Lenzini
 - By-Laws Revision – 2nd Reading
- XII. New Business
 - Veteran’s Day Program
 - 2014 Library Board Meeting Schedule
- XIII. Adjournment. Next meeting Monday, March 3, 2014, 7:00 p.m.

AGENDA
Case-Halstead Library Board of Trustees
Monday, March 3, 2014 – 7:00 pm
Clinton County Board Room

- I. Call to Order, Roll Call, and Introduction of Guests
- II. Pledge
- III. Meeting Minutes – February 3, February 6
- IV. Treasurer’s Report
- V. Library and Construction Bills
- VI. Statistics
- VII. Director’s Report
 - Ghost Hunters
 - New Computers
 - Grants
 - Introduction to new Per Capita Requirements
 - Economic Interest Statement
 - City Emails and Contact Information
- VIII. Standing Committee Reports
 - Budget Committee
 - Long Range Planning Committee
 - Building and Grounds Committee
 - Personnel Committee
- IX. Other Reports
 - Construction Reports
 - Construction Update
 - Landscaping
 - City Council Liaison
- X. Public Comment
- XI. Old Business
 - Review 2013 Library Calendar
 - Library 75th Anniversary – Time Capsule
- XII. New Business
 - 2014-15 Budget
 - Salvage Plan
 - Friends of the Library
 - Proposed Concealed Carry Policy
 - Proposed Policy on Procurements for Special Events
- XIII. Adjournment. Next meeting Monday, April 7, 2014, 7:00 p.m.

AGENDA
Case-Halstead Library Board of Trustees
Monday, April 7, 2014 – 7:00 pm
Clinton County Board Room
810 Franklin Street

- I. Call to Order, Roll Call, and Introduction of Guests
- II. Pledge
- III. Meeting Minutes – March 3
- IV. Treasurer’s Report
- V. Library and Construction Bills
- VI. Statistics
- VII. Director’s Report
 - Library Move in and Staff Training
 - Temporary Workers
 - Summer Reading Program
- VIII. Standing Committee Reports
 - Budget Committee
 - Long Range Planning Committee
 - Building and Grounds Committee
 - Update Salvage Plans
 - Personnel Committee
- IX. Other Reports
 - Construction Reports
 - Construction Update
 - Technology Committee Recommendations
 - City Council Liaison
- X. Public Comment
- XI. Old Business
 - Review 2014 Library Calendar
 - Friends of the Library
- XII. New Business
 - Electric
 - Sheet Metal
- XIII. Adjournment. Next meeting Monday, May 5, 2014, 7:00 p.m.

AGENDA
Case-Halstead Library Board of Trustees
Monday, May 5, 2014 – 7:00 pm
Clinton County Board Room
810 Franklin Street

- I. Call to Order, Roll Call, and Introduction of Guests
- II. Pledge
- III. Meeting Minutes – April 7
- IV. Treasurer’s Report
Trust Update
- V. Library and Construction Bills
- VI. Statistics
- VII. Director’s Report
Annual Report
Feedback from Changed Hours
Summer Reading Program
Move In Volunteers and Staff
- VIII. Standing Committee Reports
Budget Committee
Long Range Planning Committee
Building and Grounds Committee
Personnel Committee
- IX. Other Reports
Construction Reports
Construction Update
Grant Funds with End of Fiscal Year
Computers
Glass Top
Landscaping and Irrigation
Temporary Services
Library Accessories (Peek-A-Book, Disc Repair, Flags, Etc.)
Class Visit
Technology Committee Recommendations
City Council Liaison
- X. Public Comment
- XI. Old Business
Review 2014 Library Calendar
Friends and Volunteers
Salvage
- XII. New Business
Dedication Ceremony (Committee, Flag, Events)
Terms of Office
Review Closed Minutes
- XIII. Adjournment. Next meeting Monday, June 2, 2014, 7:00 p.m.

AGENDA
Case-Halstead Library Board of Trustees
Monday, June 2, 2014 – 7:00 pm
Clinton County Board Room
810 Franklin Street

- I. Call to Order, Roll Call, and Introduction of Guests
- II. Pledge
- III. Meeting Minutes –May 5, 14, and 21
- IV. Treasurer’s Report – Letter From Bank
- V. Library and Construction Bills
- VI. Statistics
- VII. Director’s Report
 - State Grant
 - Summer Reading Program
 - Move In Volunteers and Staff
- VIII. Standing Committee Reports
 - Budget Committee
 - Long Range Planning Committee
 - Building and Grounds Committee
 - Personnel Committee
- IX. Other Reports
 - Construction Reports
 - Construction Update
 - Technology Committee Recommendations
 - City Council Liaison
- X. Public Comment
- XI. Old Business
 - Review 2014 Library Calendar
 - Friends and Volunteers
 - Library address
 - Vending Machine - Coca-Cola or purchase our own? Christi has information I gave her on the purchase options and info on Coca-Cola machine.
 - Salvage operations update
 - Per Capita Grant
 - Grand Opening
 - Fire Department
 - Slab humidity problems/cost
- XII. New Business
 - Approval of Bid Package 11 contract
 - Retention on Contracts
 - Nominating Committee
 - Review Closed Minutes
- XIII. Adjournment. Next meeting Monday, July 7, 2014, 7:00 p.m.

AGENDA
Case-Halstead Library Board of Trustees
Monday, July 7, 2014 – 7:00 pm
Clinton County Board Room
810 Franklin Street

- I. Call to Order, Roll Call, and Introduction of Guests
- II. Pledge
- III. Swearing in of Reappointed Trustees
- IV. Meeting Minutes –June 2
- V. Treasurer’s Report
- VI. Library and Construction Bills
- VII. Statistics
- VIII. Director’s Report
 - Summer Reading Program
 - Move In Volunteers and Staff
- IX. Standing Committee Reports
 - Budget Committee
 - Long Range Planning Committee
 - Building and Grounds Committee
 - Personnel Committee
- X. Other Reports
 - Construction Reports
 - Construction Update
 - City Council Liaison
 - Grand Opening Committee
- XI. Public Comment
- XII. Old Business
 - Review 2014 Library Calendar
 - Friends and Volunteers
 - Vending Machine
 - Salvage operations update
 - Fire Department
- XIII. New Business
 - Nominating Committee Recommendations-Election of Officers
 - Security System Company for Monitoring
- XIV. Adjournment. Next meeting Monday, August 4, 2014, 7:00 p.m.

AGENDA
Case-Halstead Library Board of Trustees
Monday, August 4, 2014 – 7:00 pm
Clinton County Board Room
810 Franklin Street

- I. Call to Order, Roll Call, and Introduction of Guests
- II. Pledge
- III. Swearing in of Reappointed Trustee
- IV. Meeting Minutes –July 7
- V. Treasurer’s Report
- VI. Library and Construction Bills
- VII. Statistics
- VIII. Director’s Report
 - Move In Wrap-Up
 - Volunteers and Staff
 - Clinton County EMA Exercises
 - Salvage Wrap-Up
- IX. Standing Committee Reports
 - Budget Committee
 - Long Range Planning Committee
 - Building and Grounds Committee
 - Personnel Committee
- X. Other Reports
 - Construction Reports
 - Construction Update
 - City Council Liaison
 - Grand Opening Committee
- XI. Public Comment
- XII. Old Business
 - Review 2014 Library Calendar
 - Friends and Volunteers
 - Per Capita Grant-Edge Training
- XIII. New Business
 - Oak Tree
 - Counter Top
 - Art Restoration
 - AV Training
 - Brent Alexander
 - Pest Control
 - Outdoor Furniture
 - Historic Marker
 - General Dean Program
 - Committee Appointments
 - New Standing Committee-Policy and Procedures
- XIV. Adjournment. Next meeting Monday, September 1, 2014, 7:00 p.m.

AGENDA
Case-Halstead Library Board of Trustees
Monday, September 2, 2014 – 7:00 pm
Maddux Community Room
550 6th Street

- I. Call to Order, Roll Call, and Introduction of Guests
- II. Pledge
- III. Meeting Minutes
- IV. Treasurer's Report
- V. Library and Construction Bills
- VI. Statistics
- VII. Director's Report
 - Book Fair
 - Library Cleaning
 - Acclimation to the New Building
- VIII. Standing Committee Reports
 - Building and Grounds Committee
 - Maddux Meeting Room Policy
- IX. Other Reports
 - Construction Reports
 - Construction Update
 - Grant Funds
 - Landscaping
 - Building Accessories
 - City Council Liaison
 - Grand Opening Committee
- X. Public Comment
- XI. Old Business
 - Review 2014 Library Calendar
 - Friends and Volunteers
 - Keys to the Building
 - Per Capita Grant-Edge Training and Public Library Standards
 - AV Training
 - Counter Top
 - Oak Tree
 - Art Restoration
 - Outdoor Furniture
- XII. New Business
 - Dedication Plaque-Sculpture
 - Committee Appointments
 - New Standing
- XIII. Adjournment. Next meeting Monday, October 6, 2014, 7:00 p.m.

AGENDA
Case-Halstead Library Board of Trustees
Monday, October 6, 2014 – 7:00 pm
Maddux Community Room
550 6th Street

- I. Call to Order, Roll Call, and Introduction of Guests
- II. Pledge
- III. Meeting Minutes
- IV. Treasurer's Report
- V. Library and Construction Bills
- VI. Statistics
- VII. Director's Report
 - Finishing up Library Grants
 - Upcoming Programs
- VIII. Standing Committee Reports
 - Building and Grounds Committee
 - Maddux Meeting Room Policy
- IX. Other Reports
 - Construction Reports
 - Construction Update
 - History Wall
 - City Council Liaison
 - Grand Opening Committee
- X. Public Comment
- XI. Old Business
 - Review 2014 Library Calendar
 - Friends and Volunteers
 - Outdoor Furniture
 - General Dean Program and Exhibit
- XII. New Business
 - Dedication Plaque-Sculpture
 - Loan Agreement with University of California, Berkeley
 - Parking Blocks
 - Fence
 - Alley
 - By-Laws Change: Library Board Succession
 - By-Laws Change: Standing Committees
- XIII. Adjournment. Next meeting Monday, November 3, 2014, 7:00 p.m.

AGENDA
Case-Halstead Library Board of Trustees
Monday, November 3, 2014 – 7:00 pm
Conference Room
550 6th Street

- I. Call to Order, Roll Call, and Introduction of Guests
- II. Pledge
- III. Meeting Minutes
- IV. Treasurer's Report
- V. Library and Construction Bills
- VI. Statistics
- VII. Standing Committee Reports
 - Building and Grounds Committee
 - Personnel Committee Report
 - Technology Committee
 - Frank's Recommendations
- VIII. Other Reports
 - Construction Reports
 - Construction Update
 - City Council Liaison
- IX. Public Comment
- X. Old Business
 - Review 2014 Library Calendar
 - Friends and Volunteers
 - General Dean Program and Exhibit
 - Dedication Plaque-Sculpture
 - Fence
 - By-Laws Change: Library Board Succession
 - By-Laws Change: Standing Committees
- XI. New Business
 - Culvert
 - Items from the Old Library
- XII. Adjournment. Next meeting Monday, December 1, 2014, 7:00 p.m.

AGENDA
Case-Halstead Library Board of Trustees
Monday, December 1, 2014 – 7:00 pm
Conference Room
550 6th Street

- I. Call to Order, Roll Call, and Introduction of Guests
- II. Pledge
- III. Meeting Minutes
- IV. Treasurer's Report
- V. Library and Construction Bills
 Bills and Amount Remaining
- VI. Statistics
- VII. Standing Committee Reports
 Building and Grounds Committee
 Personnel Committee
 Report (Closed)
- VIII. Other Reports
 Construction Reports
 Construction Update
 Closets
 Tackable Wall
 Fence
 Construction Committee
 City Council Liaison
- IX. Public Comment
- X. Old Business
 Review 2014 Library Calendar
 General Dean Program and Exhibit Closeout
 By-Laws Change: Library Board Succession
 By-Laws Change: Standing Committees
- XI. New Business
 Holiday Meal
 Holiday Programing
 Meetings Schedule 2015
 December 26
 Ongoing Litigation (Closed)
- XII. Adjournment. Next meeting Monday, January 5, 2015, 7:00 p.m.