

# The New Baden Public Library

## October 16, 2023 | 6:30pm

### Regular Monthly Meeting Agenda

1. Call to order
2. Public Comments
  - a. Community members wishing to respectfully share thoughts about any matter concerning the New Baden Public Library may do so during Public Comments as outlined in the Public Comment Policy. The Board will not immediately respond to public comments or engage in open dialogue due to time constraints, but we are of course actively listening to your thoughts, comments and suggestions. If follow-up communication is necessary, a staff member will contact you following the meeting. Thank you for your understanding.
3. Approval of Board Meeting Minutes
  - a. Approval of Minutes of September 11, 2023 Regular Board Meeting
4. Library Director Updates
5. August 2023 Financial Reports
  - a. Approval Treasurer's Report
  - b. Approval of bills to pay
6. Unfinished Business
  - a. Required annual Board training
  - b. Update on Board email address
  - c. Illinois paid time off discussion
  - d. Approve Authority to Spend Policy
  - e. Approve moving excess funds to short term investments
  - f. Sample flyer for handout
7. New Business
  - a. Approve Tax Levy
  - b. Approve 2024 Holiday closure dates
  - c. Approve purchase of cabinet and shelves build
  - d. Approve December fund raising event
  - e. Review of Chapters 3, 4, & 5 of Serving Our Public
8. Closed Session (if needed)
9. Adjournment

#### **Upcoming Board Meetings**

November 13, 2023

December 11, 2023