

TRI-CITY PUBLIC LIBRARY DISTRICT

BOARD OF TRUSTEES MEETING

AGENDA

Tuesday, June 17, 2025

7:00 pm Tri-City Public Library

- I. Call to order**
- II. Pledge of Allegiance**
- III. Roll Call**
- VI. Recognize Visitors/Public Presentations to Board**
- VII. Approval of Agenda**
- VIII. Approval of minutes from May 20, 2025 meeting**
- IX. Treasurer's Report/Reading of Bills for Approval**
 - A. Balance sheets/expenditures (HANDOUT)**
 - B. Bills to be Approved for May-June (HANDOUT)**
 - C. Moving money to petty cash**
 - D. Time cards**
- X. Correspondence and Communications**
- XI. Committee Reports**
 - A. Fundraising**
 - B. Personnel**
 - C. Technology**
 - D. Building and Grounds**
 - 1. Library Director's Report**
 - E. Program Planning**
 - 1. Head Librarian's Report**
- XII. Library Director's Monthly Report (HANDOUT)**
- XIII. Old Business**
 - A. Approval of FY 2026 Budget**
- XIV. New Business**
 - A. Proposal for Floating Holidays for employees.**
- XV. Adjournment**

Upcoming Dates to Remember

June 30, 2025: Fiscal year ends (75 ILCS 16/35-40)

June 30, 2025: Last day (statute requires bi-annual compliance) for first half year of the minutes of all closed sessions under the Open Meetings Act as to whether or not the minutes should remain sealed or can be public disclosed. (5 ILCS 120/2.06)

July 1, 2025: New Fiscal year begins (75 ILCS 16/35-40)

August 16, 2025: Last day (60 days after organization of the Board of Library Trustees) for secretary of Board to file certificate with County Clerk and Illinois State Librarian listing the names and addresses of the Trustees and officers and their respective terms in office. (75 ILCS 16/30-40)

August 24, 2025: Last day (30 days before adoption of ordinance and hearing) to make the tentative budget and appropriation ordinance available for public inspection and publish notice for the hearing. (50 ILCS 330/3 and 74 ILCS 16/30-85)

August 30, 2025: Last day (within sixty days from July 1) for corporate authorities and treasurers WHEN REQUESTED to file a sworn, detailed and itemized statement of all receipts and expenditures for preceding six months and showing the names, addresses, positions, and salaries of every employee. [This statement shall be furnished on request to all daily newspapers, the library, the Circuit Court Clerk and City, Village or Town Clerk]. (50 ILCS 305/1)

August 30, 2025: Last day to authorize payment of obligation incurred in prior fiscal year with funds from that year in amounts up to 20 percent of those appropriations (75 ILCS 16/30-90)

September 23, 2025: Last day (no later than the fourth Tuesday in September) for board to enact a budget and appropriation ordinance which shall be published thereafter. (75 ILCS 16/30-85) **[NOTE:** 35 ILCS 205/162) required that within 30 days of adoption, a certified copy of the budget and appropriation ordinance, as well as a certified estimate of revenues for the following year, must be filed with the County Clerk.]

September 28, 2025: Last day (90 days after end of fiscal year) for audit of records kept by Board's secretary to be filed. (75 ILCS 16/30-65)

NEXT BOARD MEETING

July 15, 2025