

NOTICE OF ANNUAL MEETING
of
The Mercer County Public Building Commission

Meeting Date: December 12, 2018

Meeting Time: 6:00 PM

Meeting Location: Mercer County Jail Annex Building
1006 SW 3rd Street, Aledo, Illinois 61231

Meeting Agenda:

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Public Comment
5. Approval of the minutes of the previous meeting
6. Treasurer's Report
7. Approval of Bills
8. Old Business
 - A. Update on and /or approval of Repairs and Maintenance
 - B. Discussion of new projects for Courthouse / Elevator
9. New Business
 - A. Approve of Engaging Auditor for 2017-2018 Audit – *Karla Steele*
 - B. Approval of 2019 Budget
 - C. Discussion and or approval to split Secretary/Treasurer office into two positions along with compensation.
10. County Board Chairman's report
11. Sheriff's report
12. Election and Compensation of Officers
 - A. Elect Chairman, Vice Chairman, and Secretary/Treasurer
 - B. Approve amount of compensation for Secretary/Treasurer
 - C. Authorize Chairman and Vice Chairman to conduct business with any and all banks holding debt of the Commission and with any other entities or individuals and to sign documents on behalf of the Commission in all matters that are within the scope of such officer's duties
13. Set date and time for 2019 regular meetings
 - A. March 6, 2019 at 6:00 p.m.
 - B. June 5, 2019 at 6:00 p.m.
 - C. September 11, 2019 at 6:00 p.m.
 - D. December 11, 2019 at 6:00 p.m.
14. Adjournment