



www.BataviaPublicLibrary.org

## AGENDA

### Board of Trustees of the Batavia Public Library District

#### *Regular Meeting*

Tuesday • 21 January 2020 • 7:00 p.m.

Elizabeth L. Hall Conference Room • Batavia Public Library • 10 South Batavia Avenue • Batavia

1. **Call to Order**
2. **Pledge of Allegiance to the Flag**
3. **Call the Roll**

---

4. **Comments from the Audience**

*Comments are subject to the "Policy on Public Participation at Meetings and Other Communications," copies of which are available at meetings. Visitors are welcome to attend at any open meeting of the Board of Library Trustees.*

---

5. **Approve the Consent Agenda (ACTION ITEM) {ROLL CALL VOTE}**

*Any Board member may request removal of item(s) to the regular agenda for further discussion, or the addition of item(s) from the regular agenda to the consent agenda.*

- a. **Minutes:**—

- (1) Public Hearing, Tuesday, 19 November 2019
- (2) Regular Meeting, Tuesday, 19 November 2019

- b. **Expenditures:**—

- (1) Expenditures ("Cash Disbursement Detail Report"): November 2019
- (2) Expenditures ("Cash Disbursement Detail Report"): December 2019

- c. **Other Action Items:**—

- (1) A Resolution Adopting a "Policy on a Work Environment Free of Discrimination, Harassment, and Retaliation," as amended (Standing Committee on Policy): RESOLUTION 2020-001
- (2) Lending Library of Musical Instruments (Hix Bros. Music Inc.) (Standing Committee on Policy)
- (3) OpenGov Community Engagement Solution (Standing Committee on Outreach)
- (4) Book Supports (Embury Ltd.) (Standing Committee on Facilities)

---

6. **Approve the Agenda {VOICE VOTE}**

STATEMENT OF MISSION: The mission of the Batavia Public Library is to provide and ensure access to materials and services to meet the lifelong learning needs of residents and organizations, as well as to create a welcoming place to gather, exchange ideas, and participate in cultural events.

7. **Financial Reports:** November–December 2019
  - 2019–2020 Working Budget
  - 2019–2020 Statement of Revenue and Expenditures
  - 2019–2020 Investment Report
8. **President’s Report**
  -
9. **Good News / Comments from the Board**
10. **Correspondence and Communications**
11. **Director’s and Librarians’ Reports:** November–December 2019
12. **Committee and Official Representative Reports:—**
  - a. Standing Committee on Facilities (9 January 2020) (Garrett)
  - b. ~~Standing Committee on Finance (Culotta)~~ — NO REPORT / NO MEETING
  - c. Standing Committee on Outreach (9 January 2020) (MacKenzie)
  - d. Standing Committee on Policy (formerly Services) (7 January 2020) (Smith)
  - e. Batavia Public Library Foundation (9 January 2020) (Larson)
  - f. Friends of the Batavia Public Library (Russo) — NO MEETING (Next Meeting: 23 January 2020)
  - g. Batavia Access Television (BATV) (Leonard)
13. **Kane County Bike-Share System** (Kane County Division of Transportation / Koloni Inc.) (Standing Committee on Facilities) (DISCUSSION and/or ACTION ITEM) {VOICE VOTE}
14. **Future Agenda Items (REPORT)**
15. **Next Meetings or Events:—**
  - a. *ALA Midwinter Meeting (Philadelphia), Friday–Tuesday, 24–28 January 2020*
  - b. *Lincoln’s Birthday, Wednesday, 12 February 2020, Library Open [I]*
  - c. *Washington’s Birthday (Observed) (3rd Monday in February) — official name (5 U.S. Code 6103); also known unofficially as Presidents Day — Monday, 17 February 2020, Library Open [F]*
  - d. **Board of Library Trustees (Regular Meeting), Tuesday, 18 February 2020, 7:00 p.m., Elizabeth L. Hall Conference Room**
  - e. *Casimir Pulaski’s Birthday (Observed) (1st Monday in March), Monday, 2 March 2020, Library Open [I]*
  - f. *Daylight Saving Time Begins at 2:00 a.m. (2nd Sunday in March), Sunday, 8 March 2020*
  - g. *Freedom of Information Day, Monday, 16 March 2020 — annual event on or near March 16, the birthday of James Madison, who is widely regarded as the Father of the Constitution and the foremost advocate for openness in government*
  - h. **Board of Library Trustees (Regular Meeting), Tuesday, 17 March 2020, 7:00 p.m., Elizabeth L. Hall Conference Room**
  - i. *138th Anniversary of the Board of Library Trustees of the Batavia Public Library (4 April 1882–2020), Saturday, 4 April 2020*
  - j. *139th Anniversary of the Batavia Public Library (5 April 1881–2020), Sunday, 5 April 2020*
  - k. *Good Friday, Friday, 10 April 2020, Library Open [I]*
  - l. *Easter, Sunday, 12 April 2020, Library Closed*
  - m. *National Drop Everything and Read (D.E.A.R.) Day, Sunday, 12 April 2020 — annual celebration on April 12, the birthday of Beverly Cleary—who wrote about D.E.A.R. in Ramona Quimby, Age 8—to remind and encourage families to make reading together on a daily basis a family priority [Note: The sponsors decided to “drop” the “day” and now promote D.E.A.R. as a month-long event in April.]*

- n. *National Library Week (63rd Annual Observance, 1958–2020), Sunday–Saturday, 19–25 April 2020 — to celebrate libraries and librarians and the pleasures and importance of reading, and invite library use and support — 2020 Theme: “Find Your Place at the Library”*
- o. **Board of Library Trustees (Regular Meeting), Tuesday, 21 April 2020, 7:00 p.m., Elizabeth L. Hall Conference Room**
- p. *Preservation Week (11th Annual Observance), Sunday–Saturday, 26 April–2 May 2020 — launched by the Association for Library Collections & Technical Services (ALCTS) in 2010 to celebrate collecting and preservation on the community level and highlight local institutions as a source of preservation information*
- q. *Children’s Book Week (102nd Annual Observance), Monday–Sunday, 27 April–3 May 2020 — “A great nation is a reading nation.”—Melcher [Note: Verify dates; now sponsored by Every Child a Reader, a 501(c)(3) not-for-profit organization.]*
- r. *Día = El día de los niños / El día de los libros (Children’s Day / Book Day), Thursday, 30 April 2020 — a celebration of children, families, and reading; emphasizes the importance of advocating literacy for every child regardless of linguistic and cultural background*
- s. **Board of Library Trustees (Regular Meeting), Tuesday, 19 May 2020, 7:00 p.m., Elizabeth L. Hall Conference Room**
- t. *Sunday before Memorial Day, Sunday, 24 May 2020, Library Closed*
- u. *Memorial Day (last Monday in May), Monday, 25 May 2020, Library Closed [F]*
- v. *Summer Library Hours on Sunday Begin (1:00–4:00 p.m.) (Sunday after Memorial Day), Sunday, 31 May 2020*
- w. **Board of Library Trustees (Regular Meeting), Tuesday, 16 June 2020, 7:00 p.m., Elizabeth L. Hall Conference Room**
- x. *ALA Annual Conference (Chicago), Thursday–Tuesday, 25–30 June 2020*
- y. *Independence Day (Observed), Friday, 3 July 2020, Library Closed [F]*
- z. *Independence Day, Saturday, 4 July 2020, Library Closed*

16. **Adjournment**