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AGENDA

Board of Library Trustees • Batavia Public Library District

Regular Meeting

Tuesday • 19 April 2022 • 6:00 p.m.

MEETING WILL TAKE PLACE VIA ELECTRONIC MEANS

Batavia Public Library • 10 South Batavia Avenue • Batavia

NOTICE

Governor Jay Robert “JB” Pritzker issued a “Gubernatorial Disaster Proclamation” in relation to novel coronavirus disease 2019 (COVID-19) on 9 March 2020, which was most recently extended for 30 days on 1 April 2022.

This meeting of the Board of Library Trustees will be held without a quorum of Trustees physically present—the Board will conduct the meeting with all Trustees attending remotely via electronic means—and is authorized by the Government Emergency Administration Act (Public Act 101–0640; eff. 6/12/20).

Due to the electronic nature of this meeting, which will take place on the Zoom platform, visitors may monitor this meeting by notifying the Library at OpenMeetings@BataviaPublicLibrary.org to receive a link to join the meeting. In order to avoid (or address) unanticipated technical issues, please notify the Library well in advance of the meeting.

Please submit comments to the Board of Library Trustees via email to OpenMeetings@BataviaPublicLibrary.org and include your name, address, and telephone number. Please be advised that, due to the electronic nature of the meeting, such comments will be read aloud individually.

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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 upon request. Visitors are welcome to attend at any open meeting of the Board of Library Trustees.

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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.

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) Regular Meeting, Tuesday, 15 March 2022

b. **Expenditures**

(1) Expenditures (“Cash Disbursement Detail Report”): March 2022

c. **Other Action Items**

- (1) A Resolution Declaring Selected Library Furniture, Furnishings, Equipment, and Supplies to Be Surplus Property, and Authorizing the Disposition of the Surplus Property (RESOLUTION 2022–004) (Standing Committee on Facilities / Committee of the Whole)
 - (2) A Resolution Adopting a “Policy on Reference Service” (RESOLUTION 2022–005) (Standing Committee on Policy / Committee of the Whole)
 - (3) A Resolution Adopting a “Policy on Media Relations” (RESOLUTION 2022–006) (Standing Committee on Policy / Committee of the Whole)
 - (4) A Resolution Establishing Consistent, Year-Round Hours of Service on Sundays (RESOLUTION 2022–007) (Standing Committee on Policy / Committee of the Whole)
 - (5) Personnel Complement Detail and Authorized Personnel Strength (Standing Committee on Policy / Committee of the Whole)
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6. **Approve the Agenda {ROLL CALL VOTE}**

7. **Financial Reports: March 2022**

- 2021–2022 Working Budget
- 2021–2022 Cash & Investments

8. **President’s Report**

- Future Meetings: Type / Nature and Time

9. **Good News / Comments from the Board**

10. **Correspondence and Communications**

11. **Director’s and Librarians’ Reports: March 2022**

12. **Future Agenda Items (REPORT)**

13. **Next Meetings or Events**

- a. *Preservation Week (13th Annual Observance, 2010–2022), Sunday–Saturday, 24–30 April 2022 — launched by the Association for Library Collections & Technical Services (ALCTS) — now Core: ... — to celebrate collecting and preservation on the community level (&c.)*
- b. *Día = El día de los niños / El día de los libros (Children’s Day / Book Day) (27th Annual Observance, 1996–2022), — Saturday, 30 April 2022 — a celebration of children, families, and reading; emphasizes the importance of advocating literacy for every child regardless of linguistic and cultural background*
- c. *Children’s Book Week (104th Annual Observance), Monday–Sunday, 2–8 May 2022 — “A great nation is a reading nation.”—Melcher*
- d. ***Board of Library Trustees (Committee of the Whole Meeting), Thursday, 5 May 2022, 6:00 p.m., Meeting Will Take Place via Electronic Means***
- e. ***Board of Library Trustees (Regular Meeting), Tuesday, 17 May 2022, 6:00 p.m., Meeting Will Take Place via Electronic Means***
- f. ***Sunday before Memorial Day, Sunday, 29 May 2022, Library Closed***
- g. ***Memorial Day (last Monday in May), Monday, 30 May 2022, Library Closed [F]***

- h. {NEW} **New Year-Round Hours on Sunday Begin** (12:00–5:00 p.m.) (Sunday after Memorial Day), Sunday, 5 June 2022
 - i. **Board of Library Trustees (Committee of the Whole Meeting), Thursday, 9 June 2022, 6:00 p.m., Meeting Will Take Place via Electronic Means**
 - j. **Flag Day, Tuesday, 14 June 2022 — Bernard John Cigrand (1866–1932), a Batavia dentist, is the “Father of Flag Day”**
 - k. {NEW} **Juneteenth, Sunday, 19 June 2022 — officially “Juneteenth National Independence Day” [F; 5 U.S. Code 6103] and “Juneteenth National Freedom Day” [I; Public Act 102–0014] — specifically, to commemorate an announcement on 19 June 1865 by U.S. General Gordon Granger, which informed Texas that “all slaves are free” — Library Open [F]**
 - l. **Board of Library Trustees (Regular Meeting), Tuesday, 21 June 2022, 6:00 p.m., Meeting Will Take Place via Electronic Means**
 - m. **ALA Annual Conference (Washington, District of Columbia), Thursday–Tuesday, 23–28 June 2022**
 - n. **Independence Day, Monday, 4 July 2022, Library Closed**
 - o. ~~Board of Library Trustees (Committee of the Whole Meeting), Thursday, 7 July 2022 CANCELLED~~
 - p. **Board of Library Trustees (Regular Meeting), Tuesday, 19 July 2022, 6:00 p.m., Meeting Will Take Place via Electronic Means**
 - q. **Board of Library Trustees (Committee of the Whole Meeting), Thursday, 4 August 2022, 6:00 p.m., Meeting Will Take Place via Electronic Means**
 - r. **Board of Library Trustees (Regular Meeting), Tuesday, 16 August 2022, 6:00 p.m., Meeting Will Take Place via Electronic Means**
 - s. **Staff Development Day (4th Friday in August), Friday, 26 August 2022, Library Closed**
 - t. **Library Card Sign-Up Month, September 2022 — launched in 1987 as a national campaign: “every child should obtain a library card”**
 - u. **Sunday before Labor Day, Sunday, 4 September 2022, Library Closed**
 - v. **Labor Day (1st Monday in September), Monday, 5 September 2022, Library Closed [F]**
 - w. **Board of Library Trustees (Committee of the Whole Meeting), Thursday, 8 September 2022, 6:00 p.m., Meeting Will Take Place via Electronic Means**
14. **Adjournment {ROLL CALL VOTE}**

