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AGENDA

Board of Trustees of the Batavia Public Library District

Regular Meeting

Tuesday • 20 August 2019 • 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 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, 16 July 2019
- (2) Regular Meeting, Tuesday, 16 July 2019
- (3) Closed Session, Tuesday, 16 July 2019

- b. **Expenditures:—**

- (1) Expenditures ("Cash Disbursement Detail Report"): July 2019

- c. **Other Action Items:—**

- (1) A Resolution Certifying the 2018–2019 Illinois Public Library Annual Report (IPLAR): RESOLUTION 2019–003
- (2) Triennial Update of Capital Asset Study (Building Technology Consultants Inc.; Proposal No. 19–P505) (Standing Committee on Facilities)
- (3) Parking Lot: Sealcoat and Stripe (Sealcoat Solutions Inc.) (Standing Committee on Facilities)
- (4) ScanEZ (Today's Business Solutions Inc.) (Standing Committee on Facilities)

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.

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6. **Approve the Agenda** { VOICE VOTE }
 7. **Board Education: Information Technology:**—
 - a. Electronic Services, presented by T. Ross Valentine, its coordinator
 - b. Webit Services Inc., presented by Eric J. Rieger, its president
 8. **Financial Reports:**—
 - a. **Financial Reports: July 2019**
 - 2018–2019 Working Budget — through 30 June 2019
 - ~~2019–2020 Statement of Revenue and Expenditures~~ — FIRST REPORT FOLLOWING 1ST QUARTER
 - 2019–2020 Investment Report
 - b. **A Resolution Designating BMO Harris Bank N.A. as an Authorized Depository of the Batavia Public Library District and Related Matters** (BMO Harris Bank N.A.): RESOLUTION 2019–004
 9. **President’s Report**
 10. **Good News / Comments from the Board**
 11. **Correspondence and Communications**
 12. **Director’s and Librarians’ Reports: July 2019**
 13. **Committee and Official Representative Reports:**—
 - a. Standing Committee on Facilities (6 August 2019) (Garrett)
 - b. ~~Standing Committee on Finance (Culotta)~~ — NO REPORT / NO MEETING
 - c. ~~Standing Committee on Outreach (MacKenzie)~~ — NO REPORT / NO MEETING
 - d. Standing Committee on Services (6 August 2019) (Smith)
 - e. ~~Batavia Public Library Foundation (Larson)~~ — NO REPORT / NO MEETING
 - f. ~~Friends of the Batavia Public Library (Russo)~~ — NO MEETING IN JULY
 - g. Batavia Access Television (BATV) (Leonard)
 14. **Future Agenda Items (REPORT)**
 15. **Next Meetings or Events:**—
 - a. *Staff Development Day (4th Friday in August), Friday, 23 August 2019, Library Closed*
 - b. *Library Card Sign-Up Month, September 2019 — launched in 1987 as a national campaign: “every child should obtain a library card”*
 - c. *Sunday before Labor Day, Sunday, 1 September 2019, Library Closed*
 - d. *Labor Day (1st Monday in September), Monday, 2 September 2019, Library Closed [F]*
 - e. *Regular Library Hours on Sunday Begin (12:00 noon–5:00 p.m.) (Sunday after Labor Day), Sunday, 8 September 2019*
 - f. ***Board of Library Trustees (Regular Meeting), Tuesday, 17 September 2019, 7:00 p.m., Elizabeth L. Hall Conference Room***
 - g. *Banned Books Week: Celebrating the Freedom to Read (since 1982), Sunday–Saturday, 22–28 September 2019*
 - h. *153rd Anniversary of Library Service in Batavia (October 1866–2019), October 2019*
 - i. {NEW} *Teen Read Week™ (October; since 1998) / Teen Tech Week (March) — In 2019, Teen Read Week and Teen Tech Week are dissolving to form a yet-to-be-name month-long celebration (in October 2020) of teen programming and teen services in libraries across the country.*
 - j. *Columbus Day (Observed) (2nd Monday in October), Monday, 14 October 2019, Library Open [F]*
 - k. ***Board of Library Trustees (Regular Meeting), Tuesday, 15 October 2019, 7:00 p.m., Elizabeth L. Hall Conference Room***

- l. *ILA Annual Conference (Tinley Park), Tuesday–Thursday, 22–24 October 2019*
- m. *Daylight Saving Time Ends (Standard Time Resumes) at 2:00 a.m. (1st Sunday in November), Sunday, 3 November 2019*
- n. *International Games Week (formerly International Games Day), Sunday–Saturday, 3–9 November 2019 — launched in 2008 to focus on the social and recreational side of gaming*
- o. {NEW} *Fall Children’s Book Week, Monday–Sunday, 4–10 November 2019 — “A great nation is a reading nation.”—Melcher — 2019 Theme: Read Now • Read Forever*
- p. *Veterans Day, Monday, 11 November 2019, Library Open [F]*
- q. ***Board of Library Trustees (Regular Meeting), Tuesday, 19 November 2019, 7:00 p.m., Elizabeth L. Hall Conference Room***
- r. *Thanksgiving Eve, Wednesday, 27 November 2019, Library Closed*
- s. *Thanksgiving (4th Thursday in November), Thursday, 28 November 2019, Library Closed [F]*
- t. *Day after Thanksgiving, Friday, 29 November 2019, Library Open*
- u. ***Board of Library Trustees (Regular Meeting), Tuesday, 17 December 2019, 7:00 p.m., Elizabeth L. Hall Conference Room***
- v. *Christmas Eve, Tuesday, 24 December 2019, Library Closed*
- w. *Christmas, Wednesday, 25 December 2019, Library Closed [F]*
- x. *New Year’s Eve, Tue, 31 December 2019, Library Closed at 12:00 noon*
- y. *New Year’s Day, Wednesday, 1 January 2020, Library Closed [F]*

16. **Adjournment**

