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AGENDA

Standing Committee on Outreach • Board of Library Trustees • Batavia Public Library District

Special Meeting

Thursday • 7 November 2019

7:00 PM (or immediately following the Standing Committee on Facilities)

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

1. **Call to Order**
2. **Call the Roll**
3. **Approve the Agenda**
4. **Approve the Minutes:** Special Meeting, Thursday, 3 October 2019
5. **Schedule** (DISCUSSION and/or ACTION ITEM)
6. **Sign for Elizabeth L. Hall Conference Room** (DISCUSSION and/or ACTION ITEM)
7. **Library of Things** (DISCUSSION ITEM)
8. **OpenGov Community Engagement Solution** (DISCUSSION and/or ACTION ITEM)
9. **Dementia Friendly America Network** (REPORT)
10. **Future Agenda Items** (REPORT)
 - Recognition as a Library Leader (January 2020)
 - “Meet the Trustees” Event
 - Annual Report to the Community for 2019–2020
 - Policy on Exhibit Spaces, Bulletin Boards, and Literature Racks
 - [1] Identify Underserved Populations / [2] Explore New Opportunities for Programs
 - Plaque for Historical Site (Batavia Historical Society)
 - Telephone for Public Use
11. **Comments from the Committee**

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.

STANDING COMMITTEE ON OUTREACH: The focuses of the Outreach Committee are marketing & public relations, community engagement, art, and related policies and services; and Recognition as a Library Leader. This committee generally (but not exclusively) has an external approach; that is, direct service to users and the community.

12. **Next Meetings or Events**

- a. *Veterans Day, Monday, 11 November 2019, Library Open [F]*
- b. *Board of Library Trustees (Regular Meeting), Tuesday, 19 November 2019, 7:00 p.m., Elizabeth L. Hall Conference Room*
- c. *Thanksgiving Eve, Wednesday, 27 November 2019, Library Closed*
- d. *Thanksgiving (4th Thursday in November), Thursday, 28 November 2019, Library Closed [F]*
- e. *Day after Thanksgiving, Friday, 29 November 2019, Library Open*
- f. ***Standing Committee on Outreach, Thursday, 5 December 2019, 7:00 PM (or immediately following the Standing Committee on Facilities), Elizabeth L. Hall Conference Room, Batavia Public Library***
- g. *Board of Library Trustees (Regular Meeting), Tuesday, 17 December 2019, 7:00 p.m., Elizabeth L. Hall Conference Room*
- h. *Christmas Eve, Tuesday, 24 December 2019, Library Closed*
- i. *Christmas, Wednesday, 25 December 2019, Library Closed [F]*
- j. *New Year's Eve, Tue, 31 December 2019, Library Closed at 12:00 noon*
- k. *New Year's Day, Wednesday, 1 January 2020, Library Closed [F]*

13. **Adjournment**

