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## AGENDA

### Standing Committee on Services • Board of Trustees • Batavia Public Library District

#### *Special Meeting*

Tuesday • 1 October 2019 • 6:30 p.m.

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:** Tuesday, 6 August 2019
5. **Policy on Nursing Mothers in the Workplace** (ACTION ITEM)
6. **Committee Structure** (DISCUSSION and/or ACTION ITEM)
7. **Library Director's Goals for 2019–2020** (DISCUSSION and/or ACTION ITEM)
8. **Future Agenda Items** (REPORT)
  - Minimum Wage Law: Transition Plan for Year 2 (January 2020)
  - Policy on Reimbursement of Employee Expenses (pursuant to 820 ILCS 115 / 9.5)
  - Policy on Leave of Absence without Pay
  - Policy on a Safe and Healthful Workplace
  - Review Cycle for Library Policies: Strategic Plan (2017–2018): Objective / Project 4
9. **Comments from the Committee**
10. **Next Meetings or Events**
  - a. *Columbus Day (Observed) (2nd Monday in October), Monday, 14 October 2019, Library Open [F]*
  - b. *Board of Library Trustees (Regular Meeting), Tuesday, 15 October 2019, 7:00 p.m., Elizabeth L. Hall Conference Room*
  - c. *ILA Annual Conference (Tinley Park), Tuesday–Thursday, 22–24 October 2019*
  - d. *“Turn the Page,” Batavia Public Library and Batavia Park District present PechaKucha Night™ Batavia, Volume 16, Thursday, 24 October 2019*
  - e. *Daylight Saving Time Ends (Standard Time Resumes) at 2:00 a.m. (1st Sunday in November), Sunday, 3 November 2019*

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 SERVICES: The focuses of the Services Committee are human resources, related policies and services, strategic planning, and general policies

- f. *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*
- g. {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*
- h. ***Standing Committee on Services, Tuesday, 5 November 2019, 6:30 PM, Elizabeth L. Hall Conference Room, Batavia Public Library***
- i. *Veterans Day, Monday, 11 November 2019, Library Open [F]*
- j. *Board of Library Trustees (Regular Meeting), Tuesday, 19 November 2019, 7:00 p.m., Elizabeth L. Hall Conference Room*
- k. *Thanksgiving Eve, Wednesday, 27 November 2019, Library Closed*
- l. *Thanksgiving (4th Thursday in November), Thursday, 28 November 2019, Library Closed [F]*
- m. *Day after Thanksgiving, Friday, 29 November 2019, Library Open*
- n. ***Standing Committee on Services, Tuesday, 3 December 2019, 6:30 PM, Elizabeth L. Hall Conference Room, Batavia Public Library***
- o. *Board of Library Trustees (Regular Meeting), Tuesday, 17 December 2019, 7:00 p.m., Elizabeth L. Hall Conference Room*
- p. *Christmas Eve, Tuesday, 24 December 2019, Library Closed*
- q. *Christmas, Wednesday, 25 December 2019, Library Closed [F]*
- r. *New Year’s Eve, Tue, 31 December 2019, Library Closed at 12:00 noon*
- s. *New Year’s Day, Wednesday, 1 January 2020, Library Closed [F]*

11. **Adjournment**

