



www.BataviaPublicLibrary.org

AGENDA

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

Special Meeting

Tuesday • 7 May 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:** Special Meeting, Tuesday, 2 April 2019
5. **Appropriate Staffing Levels** (DISCUSSION and/or ACTION ITEM)

6. **A closed session** for “The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body,” as authorized by 5 ILCS 120/2(c)(1)

7. **Future Agenda Items** (REPORT)
 - Employee Satisfaction / Engagement: Annual Goal Plan for Library Director (2018–2019): Goal D–1
 - 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
 - [1] Identify Underserved Populations / [2] Explore New Opportunities for Programs: Speak Up! Recommendation 2–2
 - New Web Site: Speak Up! Recommendation 2–3
8. **Comments from the Committee**
9. **Next Meetings or Events**
 - a. *“Ever the Twain Shall Meet,” Batavia Public Library Presents... PechaKucha Night Batavia, Volume 15, Thursday, 16 May 2019, 5:30 p.m., Island View Banquets*

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.

- b. *Board of Library Trustees (Regular Meeting), Tuesday, 21 May 2019, 7:00 p.m., Elizabeth L. Hall Conference Room, Batavia Public Library*
- c. *Sunday before Memorial Day, Sunday, 26 May 2019, Library Closed*
- d. *Memorial Day (last Monday in May), Monday, 27 May 2019, Library Closed [F]*
- e. *Summer Library Hours on Sunday Begin (1:00–4:00 p.m.) (Sunday after Memorial Day), Sunday, 2 June 2019*
- f. ***Standing Committee on Services, Tuesday, 4 June 2019, 6:30 PM, Elizabeth L. Hall Conference Room, Batavia Public Library***
- g. *Board of Library Trustees (Regular Meeting), Tuesday, 18 June 2019, 7:00 p.m., Elizabeth L. Hall Conference Room*
- h. *ALA Annual Conference (Washington, D.C.), Thursday–Tuesday, 20–25 June 2019*
- i. *Independence Day, Thursday, 4 July 2019, Library Closed [F]*
- j. ~~*Standing Committee on Services, Tuesday, 2 July 2019 — No Meeting*~~
- k. *Board of Library Trustees (Regular Meeting), Tuesday, 16 July 2019, 7:00 p.m., Elizabeth L. Hall Conference Room*
- l. ***Standing Committee on Services, Tuesday, 6 August 2019, 6:30 PM, Elizabeth L. Hall Conference Room, Batavia Public Library***
- m. *Board of Library Trustees (Regular Meeting), Tuesday, 20 August 2019, 7:00 p.m., Elizabeth L. Hall Conference Room*
- n. *Staff Development Day (4th Friday in August), Friday, 23 August 2019, Library Closed*
- o. *Library Card Sign-Up Month, September 2019 — launched in 1987 as a national campaign: “every child should obtain a library card”*
- p. *Sunday before Labor Day, Sunday, 1 September 2019, Library Closed*
- q. *Labor Day (1st Monday in September), Monday, 2 September 2019, Library Closed [F]*
- r. ***Standing Committee on Services, Tuesday, 6 August 2019, 6:30 PM, Elizabeth L. Hall Conference Room, Batavia Public Library***
- s. *Regular Library Hours on Sunday Begin (12:00 noon–5:00 p.m.) (Sunday after Labor Day), Sunday, 8 September 2019*
- t. *Board of Library Trustees (Regular Meeting), Tuesday, 17 September 2019, 7:00 p.m., Elizabeth L. Hall Conference Room*

10. **Adjournment**

