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## AGENDA

### Board of Library Trustees • Batavia Public Library District

#### *Regular Meeting*

Tuesday • 18 August 2020 • Immediately Following the Public Hearing at 6:00 p.m.

MEETING WILL TAKE PLACE VIA ELECTRONIC MEANS

Batavia Public Library • 10 South Batavia Avenue • Batavia

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#### 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 24 July 2020.

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 Governor pursuant to “Executive Order 2020–07 in Response to COVID-19 (COVID-19 Executive Order No. 5)” (16 March 2020) and the Government Emergency Administration Act (Public Act 100–0640; 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](mailto: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](mailto: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**

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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) Public Hearing, Tuesday, 21 July 2020
- (2) Regular Meeting, Tuesday, 21 July 2020

b. **Expenditures:**—

- (1) Expenditures (“Cash Disbursement Detail Report”): July 2020

c. **Other Action Items:**—

- (1) A Resolution Certifying the 2019–2020 Illinois Public Library Annual Report (IPLAR):  
RESOLUTION 2020–007
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6. **Approve the Agenda {ROLL CALL VOTE}**

7. **A Snapshot of Returning to the Library (REPORT / DISCUSSION ITEM)**

- a. Facilities Services, presented by Kathy A. Moecher, its manager
- b. Circulation Services, presented by Stephanie A. DeYoung, its manager

8. **Financial Reports: July 2020**

- 2019–2020 Working Budget
- 2019–2020 Statement of Revenue and Expenditures
- 2019–2020 Investment Report

9. **President’s Report**

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

11. **Correspondence and Communications**

12. **Director’s and Librarians’ Reports: July 2020**

13. **Chiller System Consulting Services (Standing Committee on Facilities) (ACTION ITEM)  
{ROLL CALL VOTE}**

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

15. **Next Meetings or Events**

- a. ~~Staff Development Day (4th Friday in August), Friday, 28 August 2020, Library Closed (Scheduled Work Day for All Employees)~~ — CANCELLED (IN ITS CURRENT, LIVE FORMAT)
- b. *Library Card Sign-Up Month, September 2020, launched in 1987 as a national campaign: “every child should obtain a library card”*
- c. *Sunday before Labor Day, Sunday, 6 September 2020, Library Closed*
- d. *Labor Day (1st Monday in September), Monday, 7 September 2020, Library Closed [F]*
- e. *Regular Library Hours on Sunday Begin (12:00 noon–5:00 p.m.) (Sunday after Labor Day), Sunday, 13 September 2020*
- f. **Board of Library Trustees (Regular Meeting), Tuesday, 15 September 2020, 7:00 p.m., Elizabeth L. Hall Conference Room**
- g. *Banned Books Week: Celebrating the Freedom to Read (since 1982), Sunday–Saturday, 27 September–3 October 2020 — 2020 Theme: Censorship Is a Dead End*
- h. *154th Anniversary of Library Service in Batavia (October 1866–2020), October 2020*
- i. {NEW} *TeenTober (formerly Teen Read Week™ in October and Teen Tech Week in March), October 2020 — launched in 2019 to celebrate teens and teen services in libraries*
- j. *Columbus Day (Observed) (2nd Monday in October), Monday, 12 October 2020, Library Open [F]*

- k. **Board of Library Trustees (Regular Meeting), Tuesday, 20 October 2020, 7:00 p.m., Elizabeth L. Hall Conference Room**
  - l. *ILA Annual Conference (Virtual Conference), Tuesday–Thursday, 20–22 October 2020*
  - m. *Daylight Saving Time Ends (Standard Time Resumes) at 2:00 a.m. (1st Sunday in November), Sunday, 1 November 2020*
  - n. *General Election Day (in even-numbered years, the Tuesday after the first Monday in November), Tuesday, 3 November 2020, Library Open [I, as both “General Election Day” (205 ILCS 630/17) and “2020 General Election Day” (Public Act 101–0642; 10 ILCS 5/2B-10; eff. 6/16/20), a new, one-time state holiday]*
  - o. *Fall Children’s Book Week (since 2019), Monday–Sunday, 4–10 November 2020 — “A great nation is a reading nation.”—Melcher — 2020 Theme: Read. Dream. Share. [Note: In a story fraught with irony, the original Children’s Book Week was moved from November to May in 2008.]*
  - p. *International Games Week, Sunday–Saturday, 8–14 November 2020 — launched in 2008 to focus on the social and recreational side of gaming*
  - q. *Veterans Day, Wednesday, 11 November 2020, Library Open [F]*
  - r. **Board of Library Trustees (Regular Meeting), Tuesday, 17 November 2020, 7:00 p.m., Elizabeth L. Hall Conference Room**
  - s. *Thanksgiving Eve, Wednesday, 25 November 2020, Library Closed at 5:00 p.m.*
  - t. *Thanksgiving (4th Thursday in November), Thursday, 26 November 2020, Library Closed [F]*
  - u. *Day after Thanksgiving, Friday, 27 November 2020, Library Open*
  - v. **Board of Library Trustees (Regular Meeting), Tuesday, 15 December 2020, 7:00 p.m., Elizabeth L. Hall Conference Room**
  - w. *Christmas Eve, Thursday, 24 December 2020, Library Closed*
  - x. *Christmas, Friday, 25 December 2020, Library Closed [F]*
  - y. *New Year’s Eve, Thursday, 31 December 2020, Library Closed at 12:00 noon*
  - z. *New Year’s Day, Friday, 1 January 2021, Library Closed [F]*
16. **Adjournment** {ROLL CALL VOTE}

8