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AGENDA

Board of Library Trustees • Batavia Public Library District

Regular Meeting

Tuesday • 20 October 2020 • 6:00 p.m.

MEETING WILL TAKE PLACE VIA ELECTRONIC MEANS

Batavia Public Library • 10 South Batavia Avenue • Batavia

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 16 October 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 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 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**

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) Regular Meeting, Tuesday, 15 September 2020
- (2) Special Meeting, Tuesday, 22 September 2020

b. **Expenditures:**—

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

c. **Other Action Items:**—

- (1) An Ordinance Levying an Additional Tax of 0.02% for Buildings and Equipment for Library Purposes, and Maintenance, Repairs, and Alterations of Library Buildings and Equipment in the Batavia Public Library District, in the Counties of Kane and DuPage, Illinois, for the Fiscal Year 2020–2021 (ORDINANCE 2020–007) (Standing Committee on Finance)
 - (2) A Resolution Determining the Amounts of Money Estimated to Be Necessary to Be Raised by the Tax Levy (RESOLUTION 2020–010) (Standing Committee on Finance)
 - (3) Insurance Policies (Business Package, Automobile, Commercial Liability Umbrella, Workers Compensation) (Standing Committee on Finance)
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6. **Approve the Agenda {ROLL CALL VOTE}**

7. **Financial Reports**

a. **Financial Reports:** September 2020

- 2020–2021 Working Budget
- 2020–2021 Cash & Investments

b. **Annual Financial Report for the Year Ended 30 June 2020 (Independent Auditor’s Report and Financial Statements)**, presented by Jamie L. Wilkey, partner, Lauterbach & Amen LLP

8. **Board Education (DISCUSSION ITEM):** Review Chapters 1–2, “Core Standards” and “Governance and Administration,” of *Serving Our Public 4.0: Standards for Illinois Public Libraries* (2020 © 2019)

9. **President’s Report**

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

11. **Correspondence and Communications**

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

13. **Façade Repairs (A-One Group Ltd.) (ACTION ITEM) {ROLL CALL VOTE}**

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

15. **Next Meetings or Events**

- a. *154th Anniversary of Library Service in Batavia (October 1866–2020), October 2020*
- b. *{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*
- c. **Board of Library Trustees (Regular Meeting), Tuesday, 20 October 2020, 7:00 p.m., Elizabeth L. Hall Conference Room**
- d. *ILA Annual Conference (Virtual Conference), Tuesday–Thursday, 20–22 October 2020*
- e. *Daylight Saving Time Ends (Standard Time Resumes) at 2:00 a.m. (1st Sunday in November), Sunday, 1 November 2020*
- f. *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]

- g. 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.]*
- h. International Games Week, Sunday–Saturday, 8–14 November 2020 — launched in 2008 to focus on the social and recreational side of gaming*
- i. Veterans Day, Wednesday, 11 November 2020, Library Open [F]*
- j. **Board of Library Trustees (Regular Meeting), Tuesday, 17 November 2020, 7:00 p.m., Elizabeth L. Hall Conference Room***
- k. Thanksgiving Eve, Wednesday, 25 November 2020, Library Closed at 5:00 p.m.*
- l. Thanksgiving (4th Thursday in November), Thursday, 26 November 2020, Library Closed [F]*
- m. Day after Thanksgiving, Friday, 27 November 2020, Library Open*
- n. **Board of Library Trustees (Regular Meeting), Tuesday, 15 December 2020, 7:00 p.m., Elizabeth L. Hall Conference Room***
- o. Christmas Eve, Thursday, 24 December 2020, Library Closed*
- p. Christmas, Friday, 25 December 2020, Library Closed [F]*
- q. New Year’s Eve, Thursday, 31 December 2020, Library Closed at 12:00 noon*
- r. New Year’s Day, Friday, 1 January 2021, Library Closed [F]*

16. **Adjournment** {ROLL CALL VOTE}