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AGENDA

Board of Library Trustees • Batavia Public Library District

Regular Meeting

Tuesday • 19 January 2021 • 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 8 January 2021.

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) Public Hearing, Tuesday, 1 December 2020
 - (2) Special Meeting, Tuesday, 1 December 2020
 - b. **Expenditures**
 - (1) Expenditures (“Cash Disbursement Detail Report”): November–December 2020
 - c. **Other Action Items**
 - (1) Audit Services (Standing Committee on Finance)

6. **Approve the Agenda {ROLL CALL VOTE}**
7. **Board Education:** Review Selected Chapters of *Serving Our Public 4.0: Standards for Illinois Public Libraries* (2020 © 2019) (DISCUSSION ITEM)
 - a. Chapter 10, “Programming”
 - b. Chapter 13, “Marketing, Promotion, and Collaboration”
8. **Financial Reports:** November–December 2020
 - 2020–2021 Working Budget
 - 2020–2021 Cash & Investments
9. **President’s Report**
10. **Good News / Comments from the Board**
11. **Correspondence and Communications**
12. **Director’s and Librarians’ Reports:** November–December 2020
13. **Committee and Official Representative Reports**
 - a. Standing Committee on Facilities (7 January 2021) (Garrett)
 - b. Standing Committee on Finance (7 January 2021) (Culotta)
 - c. Standing Committee on Outreach (7 January 2021) (MacKenzie)
 - d. Standing Committee on Policy (7 January 2021) (Smith)
 - e. Batavia Public Library Foundation (Larson) — NO MEETING
 - f. Friends of the Batavia Public Library (Russo) — NO MEETING
 - g. Batavia Access Television (BATV) (Leonard)
14. **Future Agenda Items (REPORT)**
15. **Next Meetings or Events**
 - a. *Inauguration Day, Wednesday, 20 January 2021, Library Open [F]*
 - b. *ALA Midwinter Meeting (Virtual Conference), Monday–Friday, 22–26 January 2021*
 - c. ***Board of Library Trustees (Committee of the Whole Meeting), Tuesday, 4 February 2021, 6:00 p.m., Meeting Will Take Place via Electronic Means***
 - d. *Lincoln’s Birthday, Friday, 12 February 2021, Library Open [I]*
 - e. *PechaKucha Night™ Batavia, Volume 19, presented by Batavia Public Library and Batavia Park District as part of the 2021 Fermilab “Virtual Family Open House,” Friday, 12 February 2021*
 - f. *Washington’s Birthday (Observed) (3rd Monday in February) — official name (5 U.S. Code 6103); also known unofficially as Presidents Day — Monday, 15 February 2021, Library Open [F]*

- g. **Board of Library Trustees (Regular Meeting), Tuesday, 16 February 2021, 6:00 p.m., Meeting Will Take Place via Electronic Means**
- h. *Casimir Pulaski's Birthday (Observed) (1st Monday in March), Monday, 1 March 2021, Library Open [I]*
- i. {NEW} *Read Across America Day, Tuesday, 2 March 2020 — annual event on or near March 2, the birthday of Dr. Seuss*
- j. **Board of Library Trustees (Committee of the Whole Meeting), Tuesday, 4 March 2021, 6:00 p.m., Meeting Will Take Place via Electronic Means**
- k. *Daylight Saving Time Begins at 2:00 a.m. (2nd Sunday in March), Sunday, 14 March 2021*
- l. *Freedom of Information Day, Tuesday, 16 March 2021 — annual event on or near March 16, the birthday of James Madison, who is widely regarded as the Father of the Constitution and the foremost advocate for openness in government*
- m. **Board of Library Trustees (Regular Meeting), Tuesday, 16 March 2021, 6:00 p.m., Meeting Will Take Place via Electronic Means**
- n. *Good Friday, Friday, 2 April 2021, Library Open [I]*
- o. *Easter, Sunday, 4 April 2021, Library Closed*
- p. *139th Anniversary of the Board of Library Trustees of the Batavia Public Library (4 April 1882–2021), Sunday, 4 April 2021*
- q. *140th Anniversary of the Batavia Public Library (5 April 1881–2021), Monday, 5 April 2021*
- r. *Consolidated Election Day (in odd-numbered years, the first Tuesday in April following the last day of Passover), Tuesday, 6 April 2021*
- s. **Board of Library Trustees (Committee of the Whole Meeting), Tuesday, 8 April 2021, 6:00 p.m., Meeting Will Take Place via Electronic Means**
- t. *National Drop Everything and Read (D.E.A.R.) Day, Monday, 12 April 2021 — annual celebration on April 12, the birthday of Beverly Cleary—who wrote about D.E.A.R. in *Ramona Quimby, Age 8*—to remind and encourage families to make reading together on a daily basis a family priority [Note: The sponsors now promote D.E.A.R. as a month-long event in April.]*
- u. *National Library Week (64th Annual Observance, 1958–2021), Sunday–Saturday, 4–10 April 2021 — to celebrate libraries and librarians and the pleasures and importance of reading, and invite library use and support — 2021 Theme: “Welcome to Your Library”*
- v. *Deadline for Nominations for Recognition as a Library Leader (in odd-numbered years, the third Monday in April), Monday, 19 April 2021*
- w. **Board of Library Trustees (Regular Meeting), Tuesday, 20 April 2021, 6:00 p.m., Meeting Will Take Place via Electronic Means**

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

