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AGENDA

Board of Library Trustees • Batavia Public Library District

Regular Meeting

Tuesday • 20 April 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 2 April 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) Regular Meeting, Tuesday, 16 March 2021

b. **Expenditures**

(1) Expenditures (“Cash Disbursement Detail Report”): March 2021

c. **Other Action Items**

(1) An Ordinance Amending the “Policy on Fines and Fees”: ORDINANCE 2021–001 (Standing Committee on Finance)

(2) Room Management & Event Registration (Communico LLC) (Standing Committee on Outreach)

(3) Library Plan for Implementation of Amended Minimum Wage Law, Year 3 (Standing Committee on Policy)

(4) Summer Hours in the Time of Coronavirus (Standing Committee on Policy)

6. **Approve the Agenda {ROLL CALL VOTE}**

7. **Financial Reports: March 2021**

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

8. **President’s Report**

- Appoint a Special Committee on Nominations
- Appoint a Special Committee to Select a Library Leader
- Committee of the Whole

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

10. **Correspondence and Communications**

11. **Director’s and Librarians’ Reports: March 2021**

12. **Façade Repairs: Incidental Painting Services (D.E.S. Painting Inc.) (Standing Committee on Facilities) (ACTION ITEM) {ROLL CALL VOTE}**

13. **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) {ROLL CALL VOTE TO ENTER CLOSED SESSION}

NOTE ON PROCEDURE: In order to enter Closed Session (after the motion is passed), the Host will move all non-participants to the Waiting Room. When the Board leaves Closed Session, the host will allow people in the Waiting Room back to the meeting.

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

15. **Next Meetings or Events**

a. *Preservation Week (12th Annual Observance, 2010–2021), Sunday–Saturday, 25 April–1 May 2021 — launched by the Association for Library Collections & Technical Services (ALCTS) to celebrate collecting and preservation on the community level (&c.)*

b. *Día = El día de los niños / El día de los libros (Children’s Day / Book Day), Friday, 30 April 2021 — a celebration of children, families, and reading; emphasizes the importance of advocating literacy for every child regardless of linguistic and cultural background*

c. *Children’s Book Week (103rd Annual Observance), Monday–Sunday, 3–9 May 2021 — “A great nation is a reading nation.”—Melcher*

- d. **Board of Library Trustees (Committee of the Whole Meeting), Thursday, 6 May 2021, 6:00 p.m., Meeting Will Take Place via Electronic Means**
 - e. **Board of Library Trustees (Regular Meeting), Tuesday, 18 May 2021, 6:00 p.m., Meeting Will Take Place via Electronic Means**
 - f. *Sunday before Memorial Day, Sunday, 30 May 2021, Library Closed*
 - g. *Memorial Day (last Monday in May), Monday, 31 May 2021, Library Closed [F]*
 - h. **Board of Library Trustees (Committee of the Whole Meeting), Thursday, 3 June 2021, 6:00 p.m., Meeting Will Take Place via Electronic Means**
 - i. *Summer Library Hours on Sunday Begin (1:00–4:00 p.m.) (Sunday after Memorial Day), Sunday, 6 June 2021 — Note: Change to 4 hours (in 2021 only) pending approval by Board of Library Trustees.*
 - j. {NEW} *Flag Day, Monday, 14 June 2021 — Bernard John Cigrand (1866–1932), a Batavia dentist, is the “Father of Flag Day”*
 - k. **Board of Library Trustees (Regular Meeting), Tuesday, 15 June 2021, 6:00 p.m., Meeting Will Take Place via Electronic Means**
 - l. *ALA Annual Conference & Exhibition (Virtual), Wednesday–Tuesday, 23–29 June 2021*
 - m. *Independence Day, Sunday, 4 July 2021, Library Closed*
 - n. *Independence Day (Observed), Monday, 5 July 2021, Library Closed [F]*
 - o. **Board of Library Trustees (Committee of the Whole Meeting), Thursday, 8 July 2021, 6:00 p.m., Meeting Will Take Place via Electronic Means**
 - p. **Board of Library Trustees (Regular Meeting), Tuesday, 20 July 2021, 6:00 p.m., Meeting Will Take Place via Electronic Means**
 - q. **Board of Library Trustees (Committee of the Whole Meeting), Thursday, 5 August 2021, 6:00 p.m., Meeting Will Take Place via Electronic Means**
 - r. **Board of Library Trustees (Regular Meeting), Tuesday, 17 August 2021, 6:00 p.m., Meeting Will Take Place via Electronic Means**
16. **Adjournment {ROLL CALL VOTE}**