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AGENDA

Board of Library Trustees • Batavia Public Library District

Regular Meeting

Tuesday • 20 July 2021 • 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

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 25 June 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 101–0640; 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 June 2021
 - (2) Closed Session, Tuesday, 15 June 2021
 - b. **Expenditures**
 - (1) Expenditures (“Cash Disbursement Detail Report”): June 2021
 - c. **Other Action Items**
 - (1) An Ordinance Approving and Adopting the Annual Budget and Appropriation for Library Purposes for the Fiscal Year Beginning 1 July 2021 and Ending 30 June 2022: ORDINANCE 2021–005 (Standing Committee on Finance / Committee of the Whole)
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6. **Approve the Agenda {ROLL CALL VOTE}**

7. **Financial Reports: June 2021**

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

8. **President’s Report**

- Interviews for Café Operator (22 July 2021) and Architectural Services (28–29 July 2021)
- Retreat for Trustee Orientation, Education, and Planning (24 August 2021)
- Reception for Library Leader (19 September 2021)
- Retrospective Review

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

10. **Correspondence and Communications**

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

12. **An Ordinance Transferring Funds from the Library Fund (Fund 10) to the Special Reserve Fund (Fund 40) (ORDINANCE 2021–006) (Standing Committee on Finance) (ACTION ITEM) {ROLL CALL VOTE}**

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

14. **Next Meetings or Events**

- a. **Board of Library Trustees (Committee of the Whole Meeting), Thursday, 5 August 2021, 6:00 p.m., Meeting Will Take Place via Electronic Means**
- b. **Board of Library Trustees (Regular Meeting), Tuesday, 17 August 2021, 6:00 p.m., Meeting Will Take Place via Electronic Means**
- c. **Board of Library Trustees (Special Meeting), Tuesday, 24 August 2021, 6:00 p.m., Founders Room [Retreat for Trustee Orientation, Education, and Planning]**
- d. **Staff Development Day (4th Friday in August), Friday, 27 August 2021, Library Closed**
- e. **Library Card Sign-Up Month, September 2021 — launched in 1987 as a national campaign: “every child should obtain a library card”**
- f. **Sunday before Labor Day, Sunday, 5 September 2021, Library Closed**
- g. **Labor Day (1st Monday in September), Monday, 6 September 2021, Library Closed [F]**
- h. **Board of Library Trustees (Committee of the Whole Meeting), Thursday, 9 September 2021, 6:00 p.m., Meeting Will Take Place via Electronic Means**

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