



## **Board of Library Trustees Regular Meeting**

Board Room

700 N. North Court, Palatine IL

March 10, 2020, 7:00 pm

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### **Agenda**

1. Call to order
2. Roll call/Trustee requests to attend meeting via electronic means
3. Approval of agenda
4. Introduction of visitors
5. Public comment
6. Liaison reports
  - a. Friends of the Palatine Library (Friends Treasurer Cipar or designee)
  - b. Palatine Public Library District Foundation (Jefferson)
  - c. RAILS/ILA (Brauer)
  - d. TAB Liaison (Bottu)
7. Unfinished business
  - a. Main Library renovation project (Sarah Ponto and Kristen Richardson, Engberg Anderson; Dan Eallonardo, Independent Construction Services)
8. New business
  - a. Approval of Ordinance 2020-04 Authorizing the Issuance of General Obligation Library Bonds (Alternate Revenue Source) (Vanderhoek)
  - b. Review and approval of policy changes (Brauer)
    - i. Policy 1-Policy Development
    - ii. Appendix 1A-Guidelines for the Development and Implementation of Policies, Regulations, and Procedures Affecting Access to Library Materials, Services, and Facilities
    - iii. Policy 10-Digital Resources
    - iv. Appendix 10A-Use of Digital Resources
9. President's report (Vanderhoek)

Requests by members of the public to place a topic on a Board meeting agenda must be made 4 business days before the scheduled meeting in order to be considered. Members of the public may address the Board according to provisions of policy Appendix 0: Rules of Procedure for Public Meetings and Hearings.

Individuals requiring reasonable accommodations to attend a public meeting of the Board are requested to notify Library administration at least 7 business days prior to the scheduled meeting.

- a. Review of library board advocacy activities
  - b. St. Patrick's Day Parade, Saturday, March 14, 10:30 am-12:00 pm
  - c. Volunteer appreciation luncheon, Friday, April 24, 11:30 am
  - d. Reminder to file Statement of Economic Interest by May 1
10. Director's report
- a. Coronavirus procedures
  - b. Transparency dashboard
  - c. Report on LTA classes (Christi Michel)
11. Committee reports
- a. Committee to Review Open and Closed Session Minutes (Boland, Snyder)
  - b. Board Development Committee (Boland, Snyder)
  - c. Building Renovation Committee (Vanderhoek, Brauer, Westhoff)
  - d. Director's Review Committee (Boland, Vanderhoek)
  - e. Finance Committee (Jefferson, Vanderhoek)
  - f. Lock Box Committee (Boland, Snyder)
  - g. Policy Committee (Brauer, Westhoff)
12. Consent agenda -- Matters on the consent agenda will be considered by a single motion and vote because they have already been considered fully by the Board at a previous meeting or have been determined to be of a routine nature. Any member of the Board may request that an item be removed from the consent agenda for separate consideration.
- a. Approval of minutes: special meeting of September 17, 2019, Policy Committee meeting of February 6, 2020, Committee to Review Closed Session Minutes meeting of February 7, 2020, Committee to Review Closed Session Minutes of February 14, 2020, regular meeting of February 18, 2020, and Director's Review Committee of February 28, 2020
  - b. Financial report and approval of Warrant 2020-09 in the amount of \$519,515.54
13. Correspondence
14. Adjournment

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