



Board of Library Trustees Regular Meeting

Meeting Room 1, Main Library
700 N. North Court, Palatine, IL
August 17, 2021, 7:00 pm

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 (DeRosa)
 - c. RAILS/ILA (Boland)
7. Unfinished business
 - a. Main library renovation update (Kristin Richardson, Engberg Anderson)
 - b. Branch renovation update (Richardson and Dilger)
8. New business
 - a. Budget and appropriations draft 2021-2022 (van der Hoek)
 - b. Discussion of changes to Policy 5-6.1 Naming Rights (Jefferson)
 - c. Naming rights requests (Jefferson)
 - i. Palatine Bank and Trust
 - ii. Frank and Maureen DeRosa
 - d. Approval of policy changes (Westhoff)
 - i. Policy 3—Library Operations
 - ii. Appendix 3A—Hours of Operation
 - iii. Appendix 3B—ALA Statement of Professional Ethics
 - iv. Appendix 3C—ALA Library Bill of Rights
 - v. Appendix 3D—Code of Conduct

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.

- vi. Policy 9-50.6 Medical Leave for Non-Eligible FMLA Employees
- e. Report of Minutes Review Committee (DeRosa)
 - i. Action on closed session minutes and verbatim recordings
- f. Certification of the Illinois Public Library Annual Report (IPLAR) to the State Library (Brauer)
- g. Approval of trustee attendance at ILA Virtual Conference on October 12-14, 2021 in the amount of \$125 per person (Brauer)
- 9. President's report (Snyder)
 - a. Review of library board advocacy activities
- 10. Treasurer's report (van der Hoek)
- 11. Director's report (Dilger)
 - a. Updated mask guidance
 - b. Collection development plan (Violet Jaffe, Collection Services Manager)
- 12. Committee reports
 - a. Building Renovation Committee (van der Hoek, Brauer, Westhoff)
 - b. Director's Evaluation Committee (Snyder, van der Hoek)
 - c. Finance Committee (van der Hoek, Brauer, Jefferson)
 - d. Minutes Review Committee (Boland, DeRosa, Westhoff)
 - e. Policy Committee (Westhoff, DeRosa)
 - f. Succession Plan Committee (Brauer, van der Hoek)
- 13. 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
 - i. Finance Committee meeting of April 30, 2021
 - ii. Finance Committee meeting of May 7, 2021
 - iii. regular meeting of July 20, 2021
 - iv. Succession Plan Committee meeting of July 19, 2021
 - v. Director Evaluation Committee meeting of July 27, 2021
 - vi. Succession Plan Committee meeting of August 2, 2021

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- vii. Minutes Review Committee meeting of August 6, 2021
 - b. Approval of Warrant 2022-02 in the amount of \$1,247,093.01
 - c. Receipt of semiannual Statement of Receipts and Expenditures (in compliance with 50 ILCS 305/1)
14. Correspondence
15. Adjournment

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