

PUBLIC NOTICE
AGENDA FOR THE REGULAR MEETING OF THE BOARD OF
LIBRARY TRUSTEES OF THE VILLAGE OF CAROL STREAM

Carol Stream Public library
616 Hiawatha Drive
Carol Stream, IL 60188

DATE: October 21, 2020

TIME: 7:00 p.m.

PLACE: **ATTENTION**

Due to the COVID-19 pandemic, the Library will be conducting an online audio Board Meeting through Zoom to conduct essential business. If you are **interested in listening to the meeting live through the internet, please register online at:** <https://carolstream.librarycalendar.com/events/library-board-meeting-1>. For individuals interested in Public Participation please email your full name and questions or comments to cstream@cslibrary.org. They will be read aloud during the Public Participation portion of the meeting. *The recording of the meeting will be posted on the Library's website.*

All matters on the agenda may be discussed, amended, and acted upon.

In accordance with requirements of the Illinois Open Meetings Act #5ILCS 120/2.06, portions of this meeting may be conducted in closed session.

1. WELCOME AND CALL TO ORDER – Nadia Sheikh, President

ALA Trustee Statement:

"As part of a trustee board, trustees serve on a volunteer basis, can be elected or appointed to a library board for a period of time, and are tasked with the duty of helping to direct the funds and policies of an institution. In general, the library board of trustees has a role in determining the mission of the library, setting the policy that governs the library, hiring and evaluating a library director, and overseeing the general management of the library." (source: <http://ilovelibraries.org/get-involved/become-library-trustee>)

2. PLEDGE TO THE FLAG

3. ROLL CALL – Mansi Patel, Secretary

4. RECOGNITION OF GUESTS AND ANNOUNCEMENTS – Nadia Sheikh

4.1 National Friends of Libraries Week, Oct. 18-24, 2020

4.1.1 Recommendation, Re: Approval of Resolution #292 Recognition of Friends of the

Carol Stream Public Library

4.2 Special Announcement – Vice President, Dr. Bonita Berryman-Gilliam

4.3 Adult/Teens Program offered on October 26, 2020 at 6:30 pm--More Than a Month: A Conversation on Equity, Diversity, and Inclusion

5. PUBLIC PARTICIPATION – Nadia Sheikh

6. ADOPTION OF THE CONSENT AGENDA – Nadia Sheikh

7. APPROVAL OF MINUTES

7.1 Minutes of the Regular Board Meeting of September 16, 2020

7.2 Minutes of the Special Board Meeting of September 30, 2020

8. MONTHLY REPORTS OF THE TREASURER – Nancy Olson

8.1 Accept the Monthly Financial Statements of the Treasurer for the Period Ending September 30, 2020

9. BOARD AND COMMITTEE REPORTS

9.1 Report from the President, Nadia Sheikh

9.2 Report from the Vice President, Dr. Bonita Berryman-Gilliam

9.3 Board Committee Reports-Committee Chairs

9.3.1 Human Resources Committee – Dr. Bonita Berryman-Gilliam

9.3.2 Facilities Committee - David Larimer

9.3.3 Finance Committee – Justin Lynch

10. NEW BUSINESS

10.1 Review of Fiscal Year 2020 Audit with Sikich Representative Laura Babula

10.2 Acceptance of 2020 Audit as Presented

10.3 Recommendation, Re: Approval of Resolution # 291, 2020 Request for Tax Levy

10.4 Recommendation, Re: Approval of Annual Renewal of Chicago Tribune/Historical Chicago Tribune Database

10.5 Recommendation, Re: Approval of Library Closure for Library Services on Election Day, Tuesday, November 3, 2020

10.6 Recommendation, Re: Approval of Revision of Borrowing Policy

10.7 Review of Collection Policy

10.8 Discussion: Building Security

11. DISBURSEMENTS

11.1 Approval of Disbursements of September 1-30, 2020 plus the Addendum for the Meeting of Oct. 21, 2020

12. REPORT OF THE LIBRARY DIRECTOR, Susan Westgate

13. MONTHLY STAFF REPORTS

13.1 Assistant Director's Report, Mary Clemens

13.2 Adult Services Report, Laura Hayes

13.3 Youth Services Report, Amy Teske

13.4 Circulation Department, Jeri Cain

13.5 Human Resources, Mary Pellico

13.6 Marketing, Allison Porch

13.7 Information Technology

14. UNFINISHED BUSINESS-None

15. BOARD DEVELOPMENT

15.1 Discussion: Harassment and Discrimination Training for Trustees

16. BOARD MEMBER REPORTS

16.1 Report on Webinars attended/Civic Engagement – Dr. Bonita Berryman-Gilliam, Nadia Sheikh

17. AGENDA BUILDING FOR THE NEXT LIBRARY BOARD MEETING

17.1 Discussion: 2021 Per Capita Grant Requirements-Review of *Serving our Public 4.0, Standards for Illinois Public Libraries*

17.2 Discussion: Formation of Diversity, Equity, Inclusion and Social Justice Committee

17.3 Review of Robert's Rules of Order

18. ADJOURN

Next Resolution: #293

Mansi Patel, Secretary
Board of Library Trustees