

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: November 18, 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-3>. 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
2. PLEDGE TO THE FLAG
3. ROLL CALL – Mansi Patel, Secretary
4. RECOGNITION OF GUESTS AND ANNOUNCEMENTS – Nadia Sheikh
 - 4.1 Native American Heritage Month, November 2020
 - 4.2 Diwali – Festival of Lights was November 14, 2020
 - 4.3 Author Yuyi Morales (11/11/20) Thank You Letter to Librarians and YouTube video
5. PUBLIC PARTICIPATION – Nadia Sheikh
6. ADOPTION OF THE CONSENT AGENDA – Nadia Sheikh
7. APPROVAL OF MINUTES
 - 7.3 Minutes of the Regular Board Meeting of October 21, 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 and October 31, 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 Recommendation, Re: Approval of Annual Library Calendar 2021 Library Closings and Board Meetings

10.2 Recommendation, Re: Approval of Loan Payment to Village of Carol Stream

10.3 Recommendation, Re: Approval of Purchase of Computer Laptop Equipment

10.4 Recommendation, Re: Approval of Library Closing on Saturday, December 26, 2020

10.5 Recommendation, Re: Approval of Donation to Village of Carol Stream for Holiday Program

10.6 Discussion: Library Services During COVID-19 Tier 2 and Tier 3 Mitigation

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

10.8 Discussion: Review of Roberts Rules of Order

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

11. DISBURSEMENTS

11.1 Approval of Disbursements of October 1-31, 2020 plus the Addendum for the Meeting of November 18, 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

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

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

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

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

14.5 Approval of Disbursements of September 1-30, 2020 plus the Addendum of October 21, 2020

15. BOARD DEVELOPMENT

16. BOARD MEMBER REPORTS

16.1 Report on Webinars attended/Civic Engagement – Trustees Berryman-Gilliam and Sheikh

16.2 Report on Discrimination and Harassment Training, Trustees Olson and Sheikh

17. AGENDA BUILDING FOR THE NEXT LIBRARY BOARD MEETING

17.1 Revision to Library Account Policy

18. ADJOURN

Next Resolution: #293

Mansi Patel, Secretary
Board of Library Trustees