

VILLA PARK PUBLIC LIBRARY / BOARD OF TRUSTEES
Regular Meeting
Location: Villa Park Public Library (1st Floor Ohrman Room)
Agenda
October 28, 2020 @ 7:00 p.m.

Roll Call and Establishment of Quorum

Introduction of Visitors

Public Participation

Discussion of Revisions and Amendments to Agenda

Building Renovation/Expansion Reports

Approval of the Minutes of the September 23, 2020 Regular Board Meeting <V>

Approval of the Minutes of the October 10, 2020 Policy Committee Meeting <V>

Report of the Board President

Committee Reports

Treasurer's Report

Approval of bills/check register for October, 2020 (FY 2020) <R>\$231,988.62

Financial Reports

RAILS News/Legislative Update/Professional Development

Report of the Friends of the Library Liaison

Report of Gifts and Programs Sponsorships

Correspondence / Letters to Departing Staff Members & Thank You Letters

Library Director's Written Report/Strategic Plan Update

- *Serving our Public 4.0*
- *Library Board Calendar 2021*

New Business:

- *Disposal of Library Furniture and Equipment.* <R> Staff would ask the Library Board to dispose of obsolete, unneeded, and/or damaged furniture and equipment consisting of 2 Epson receipt printers, 2 Dell personal computers, 1 Dell laptop and 1 Sentry Master People counter.
- *Approval of proposal from Sheehan Nagle Hartray Architects for a Generator Study for an amount not to exceed \$10,000.* <R>
- *Approval of Revisions to Current Policies: Policy 102, Mission Statement; Policy 103, Vision Statement.* <V> Policy Committee reviewed these policies and would recommend Library Board approval.
- *Approval of New Policy: Policy 103.2, Values Statement.* <V> Policy Committee reviewed this new policy and would recommend Library Board approval.
- *Approval of Hours of Operation to Public due to Pandemic.* <V> Staff would request the Library Board to approve reducing library hours to 11:00 am to 7 pm on Monday through Friday and 12 pm to 5 pm on Friday and Saturday. Staffing public service desks has been and will be difficult with the onset of flu, cold, and Covid-19.
- *Library Board to determine to open or close on Tuesday, November 3, 2020/State Election Day.* <V> The Library does not close on a number of state holidays. The Library's attorney indicated this would be a Library Board determination.
- *Discussion and Approval of Library Closings* <V>
- *Discussion and Approval of Library Board Meeting Schedule* <V>

Unfinished Business:

- *Library Staff Recognition Event Discussion*

Planning of Future Meetings

Around the Table

Adjournment <V>

- If members of the public are interested in attending in person, and are symptom free, face masks will be required and social distancing will be used to mitigate the community spread of disease. Attendance will be monitored at the door.
- In addition, if you wish you may email questions to the Director at shill@vppl.info in advance of the meeting. If there are questions or comments, the Director will read these into the public participation portion of the meeting.

<V> = Voice Vote <R> = Roll Call Vote

The Villa Park Public Library is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting or the facilities, are requested to contact the Library Administrator at (630) 834-1164 promptly to allow the Library to make reasonable accommodations for those persons.