

**CALUMET CITY PUBLIC LIBRARY
MEETING OF THE BOARD OF TRUSTEES
THURSDAY, January 21, 2021 - 6:30 P.M.**

Pursuant to the Governor's COVID-19 Executive Order #5 and the Government Emergency Administration Act (Public Act 101-640), this meeting shall be held online without a quorum of the Library Trustees physically present.

Options for joining the Online Meeting:

- On an Internet browser:
<https://zoom.us/j/2967821752?pwd=eURLSkJ1eXRoZkpiUGtLSFBYekdzQT09>
- On a tablet or smartphone, install the free Zoom app and enter:
 - Meeting ID: 960 5176 7487
 - Passcode: 499294
- To call by phone:
 - Dial (312) 626-6799
 - Enter Meeting ID: 960 5176 7487

Options for Public Comment:

- By email to Board President Dianne Nichols, dnichols@calumetcitypl.org, by 5:30 PM on the meeting date. Comments submitted in advance by email will be read aloud during agenda item #3.
- During agenda item #3, comments will be invited by members of the public in attendance by chat or voice in the Zoom platform. Please state your name, home address and keep comments brief (limit 3 minutes) and direct.

AGENDA

- I. Call to Order and Roll Call **(R)**
- II. Approval of Meeting Minutes – November 5, 2020; December 3, 2020 **(V)**
- III. Public Comments
 - a. Public in virtual attendance
 - b. Comments received via email
- IV. Unfinished Business
 - a. Approval of Johnson Control Invoice for HVAC PSA 2020 remaining premium payment **(V)**
- V. New Business
 - a. Approval of November 2020 Financial Report **(R)**
 - b. Approval of December 2020 Financial Report **(R)**
 - c. Approval of 2021 Holiday Schedule **(V)**
 - d. Approval of 2021 Board Meeting Schedule **(V)**
 - e. Department Heads' Reports –November and December 2020 **(V)**
 - f. Director's Report-- December 2020 **(V)**
 - g. Approval of 2020-2021 LIRA Premium **(R)**
 - i. Includes Gallagher Insurance Premium
 - h. Set Up Sub Committees and proposed meeting dates for:
 - i. Policy (set a February Zoom meeting before next Board meeting)
 - ii. Building and Grounds
 - iii. Advocacy

(V) = Voice Vote (R) = Roll Call Vote

- i. Name a Financial Secretary (as per Library Trustee Bylaw Article IV, Section V, Item A)
- j. Discussion of
 - i. Illinois Public Library Trustee Manual. Library Trustees and Personnel Practices (pg. 37-46)
 - ii. Review Chapter 1 (Core Standards) of Serving Our Public 4.0 Standards for Illinois Libraries
 - iii. Trustee Training features via RAILS, ILA and Library Website
- VI. Communication, Program Evaluation & Publicity
 - a. See Individual Department Reports for most current information
- VII. Announcements
- VIII. Executive Session to consider the appointment, employment, compensation, discipline, performance or dismissal of a specific employee and or employees of the Calumet City Public Library.
 - a. Vote to enter Executive Session **(R)**
- IX. Final action of the appointment, employment, compensation, discipline, performance or dismissal of a specific employee and/or employees of the Calumet City Public Library. **(R)**
- X. Adjournment **(V)**