

CALUMET CITY PUBLIC LIBRARY
MEETING OF THE BOARD OF TRUSTEES
THURSDAY, March 18, 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/99134231324?pwd=NE5HL2NTNUo0N1NkN1RSSEIDdkh0dz09>
- On a tablet or smartphone, install the free Zoom app and enter:
 - Meeting ID: 991 3423 1324
 - Passcode: 499296
- To call by phone:
 - Dial (312) 626-6799
 - Enter Meeting ID: 991 3423 1324
 - Passcode: 499296

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 4.
- During agenda item #4, 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. Call for any additions to the Agenda
- III. Approval of February Meeting Minutes – 02-04-2021, 02-18-2021, Policy Committee Notes 03-08-2021 **(R)**
- IV. Public Comments
 - a. Public in virtual attendance
 - b. Comments received via email
- V. Unfinished Business
 - a. Discussion of Executive Director Annual Evaluation Format and Standards
 - i. Vote to approve and set Director Annual Evaluation Goals, Objectives and format for Director's Annual Review **(R)**
- VI. New Business
 - a. Approval of February 2021 Financial Report **(R)**
 - b. Discuss Memo on 2021 Per Capita Grant Expenditures for public computers
 - i. Vote to approve the purchase of public computers using the remaining Per Capita Grant funds in the amount of \$40,713.60.
 - c. Vote to adopt and adhere to the ALA Library Bill of Rights and add the document to the Library's Policy Manual **(R)**
 - d. Vote to adopt and adhere to the ALA Code of Ethics and add the document to the Library's Policy Manual **(R)**

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

- e. Vote to replace the existing current Public Library Trustee Ethics Statement with the updated version and add it to the Library Trustee By-laws **(R)**
 - f. Policy Committee Update
 - i. Discuss Personnel Policy updates from Policy Committee: VIII (Holidays) and XI (Religious Holidays)
 - 1. Vote to approve updated Personnel Policies VIII (Holidays) and XI. (Religious Holidays) **(R)**
 - g. Advocacy Committee Update
 - h. Department Head Reports—February 2021
 - i. Director Report—February 2021
 - i. Discussion of Chapter 2 (Governance and Administration) from Serving Our Public 4.0 Standards for Illinois Public Libraries
 - 1. Review Governance and Administration Checklist
- 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. Vote for Final action (if required) on the appointment, employment, compensation, discipline, performance or dismissal of a specific employee and/or employees of the Calumet City Public Library. **(NO VOTE REQUIRED)**
- X. Adjournment **(R)**