I. Recognition of Visitors and Public Comment
   - Vote to fill empty Trustee position
   - Swear in Marcella Starck to the Library Board of Trustees

II. Consent Agenda
   - Director’s Report – Christine Gerrish
   - Reports of Youth Services and Circulation
   - Approval of Board and Committee minutes:
     - 11/19/19 Board Minutes

III. Correspondence and Communications

IV. Treasurer’s Report – David Boduch
   - November - December, 2019 Financials
   - November - December, 2019 Transfers

V. Reports of Standing Committees
   A. Finance Committee – David Boduch
   B. Personnel Committee – Carrie Smith
   C. Building Committee – Dave Klingensmith
      - HVAC System Proposal of Services by Henderson Architects

VI. Reports of Special Committees
   - Strategic Planning Committee – Carrie Smith

VII. Unfinished Business –

VIII. New Business –
   - March 17 Special Hours for Election
   - Sick Leave Policy
   - Resignation Policy
   - 2020 Legislative Meet-up – February 7
   - 2020-2021 Health Insurance
   - 20-1 Annual Ordinance to Schedule 2020 Board Meetings
   - Semi-Annual Review of Closed Minutes

IX. Topics for Future Discussion
   - Landscaping

X. Adjournment

Date for next Regular Meeting – February 18, 2020
Glen Carbon Centennial Library District
Finance Meeting Agenda
Tuesday, February 11, 2020 at 7:00 p.m.
Conference Room

Call to Order

Recognition of Visitors

Unfinished Business

New Business
  - Review 2019/2020 Budget
  - Discuss 2020/2021 Budget

Adjournment
I. Call to Order and Roll Call

II. Recognition of Visitors and Public Comment

III. Consent Agenda
   • Director’s Report – Christine Gerrish
   • Reports of Youth Services and Circulation
   • Approval of Board and Committee minutes:
     • 1/21/20 Board Minutes
     • 2/11/20 Finance Committee Minutes

IV. Correspondence and Communications

V. Treasurer’s Report – David Boduch
   • January, 2020 Financials
   • January, 2020 Transfers

VI. Reports of Standing Committees
   D. Finance Committee – David Boduch
      • Preliminary Budget FY20/21
   E. Personnel Committee – Carrie Smith
   F. Building Committee – Dave Klingensmith
      • HVAC System Proposal of Services by Henderson Architects
      • Window Update

VII. Reports of Special Committees
   i. Strategic Planning Committee – Carrie Smith

VIII. Unfinished Business –
   • Resignation Policy

IX. New Business –
   • Committee Assignments
   • Accounting Service Charge Agreement
   • Outdoor Book Drop
   • Carpet Cleaning
   • Review Personnel Policies
      • Dress Code
      • Inclement Weather
      • Professional Conference and Workshops Policy

X. Topics for Future Discussion
   • Landscaping

XI. Adjournment
Call to Order

Recognition of Visitors

Unfinished Business

New Business
  • Job Descriptions
  • Discuss 2020/2021 Personnel Budget

Adjournment
I. Call to Order and Roll Call

II. Recognition of Visitors and Public Comment

III. New Business –
   • Public Health Policy

IV. Adjournment

Date for next Regular Meeting – April 21, 2020
I. Call to Order and Roll Call

II. Recognition of Visitors and Public Comment

III. Consent Agenda
   • Director’s Report – Christine Gerrish
   • Reports of Youth Services and Circulation
   • Approval of Board and Committee minutes:
     • 2/18/20 Board Minutes
     • 3/16/20 Emergency Board Minutes
     • 2/24/20 Personnel Committee Minutes

IV. Correspondence and Communications

V. Treasurer’s Report – David Boduch
   • February, 2020 Financials
   • March, 2020 Financials
   • February, 2020 Transfers
   • March, 2020 Transfers

VI. Reports of Standing Committees
   G. Finance Committee – David Boduch
   H. Personnel Committee – Carrie Smith
   I. Building Committee – Dave Klingensmith

VII. Reports of Special Committees
   • Strategic Planning Committee – Carrie Smith

VIII. Unfinished Business
   • Public Health Policy

IX. New Business
   • Opening Day
   • Fine Forgiveness
   • Working Budget FY20-21
   • Staff Compensation during Closure
   • Circulation Associate and Page Job Descriptions

X. Topics for Future Discussion
   • Landscaping

XI. Adjournment

Date for next Regular Meeting – May 19, 2020
Call to Order and Roll Call

II. Recognition of Visitors and Public Comment

III. Consent Agenda
   • Director’s Report – Christine Gerrish
   • Reports of Youth Services and Circulation
   • Approval of Board and Committee minutes:
     • 4/21/20 Board Minutes

IV. Correspondence and Communications

V. Treasurer’s Report – David Boduch

VI. April, 2020 Financials

VII. April, 2020 Transfers

VIII. Reports of Standing Committees

IX. Finance Committee – David Boduch

X. Personnel Committee – Carrie Smith

XI. Building Committee – Dave Klingensmith
   a. Window Replacement
   b. HVAC Bidding Project

XII. Reports of Special Committees
   • Strategic Planning Committee – Carrie Smith

XIII. Unfinished Business –
   • Dress Code Policy
   • Inclement Weather Policy
   • Holiday Pay Policy
   • Public Health Policy
   • Working Budget FY20-21
   • Personnel Budget FY20-21

XIV. New Business –
   • General Polices not Updated within the Past 2 Years
   • Procedures for Reopening Library
   • Extra Cleaning
   • FY20-21 Nonresident Fees

XV. Topics for Future Discussion
   • Landscaping
   • Board Teleconferencing Policy?

XVI. Adjournment

Date for next Regular Meeting – June 16, 2020
Glen Carbon Centennial Library District
Board Meeting Agenda
Tuesday, June 16, 2020 at 7:00 p.m.
Community Room

Call to Order and Roll Call
Recognition of Visitors and Public Comment

Consent Agenda
- Director’s Report – Christine Gerrish
- Reports of Youth Services and Circulation
- Approval of Board and Committee minutes:
  - 5/19/20 Board Minutes

Correspondence and Communications
Treasurer’s Report – David Boduch
May, 2020 Financials
May, 2020 Transfer
Reports of Standing Committees
- Finance Committee – David Boduch
- Personnel Committee – Carrie Smith
  a. Library Director Evaluation and Pay for FY2020-2021 (Closed)
- Building Committee – Dave Klingensmith
  b. Window Replacement Progress Report
  c. Approval of Lowest Bid for HVAC Project
  d. Preparation for replacement of membrane roof

Reports of Special Committees
- Strategic Planning Committee – Carrie Smith

Unfinished Business –
- Procedures for Reopening the Library - Update

New Business –
- History
- Interlibrary Loan Policy
- Library Card Policy
- Patron Conduct Policy
- Computer Use Policy
- Laptop Checkout Policy
- Social Software Policy
- USA Patriot Act and Policy
- Credit Card Policy
- Subscription to Creativebug
- Officer Election
- FY20-21 Building & Maintenance Ordinance

Topics for Future Discussion
- Landscaping

Adjournment
Date for next Regular Meeting – July 21, 2020
Call to Order and Roll Call

Recognition of Visitors and Public Comment

Consent Agenda
  - Director’s Report – Christine Gerrish
  - Reports of Youth Services and Circulation
  - Approval of Board and Committee minutes:
    - 6/16/20 Board Minutes

Correspondence and Communications

Treasurer’s Report – David Boduch
  - June, 2020 Financials
  - June, 2020 Transfers

Reports of Standing Committees
  - Finance Committee – David Boduch
  - Personnel Committee – Carrie Smith
    - Library Director Evaluation and Pay for FY2020-2021 (Closed)
  - Building Committee – Dave Klingensmith
    - Preparation for replacement of membrane roof
    - Update on Library Building Projects – HVAC & Windows
    - Library Closure for HVAC Installation

Reports of Special Committees
  - Strategic Planning Committee – Carrie Smith

Unfinished Business –
  - Procedures for Reopening the Library - Update

New Business –
  - Budget & Appropriation Ordinance Discussion
  - Codification of Policy Manuals
  - Lost Materials
  - Semiannual Review of Closed Minutes
  - November Election

XI. Topics for Future Discussion
  - Landscaping

XII. Adjournment

Date for next Regular Meeting – August 18, 2020
I. Call to Order and Roll Call

II. Recognition of Visitors and Public Comment

III. Consent Agenda
   • Director’s Report – Christine Gerrish
   • Reports of Youth Services and Circulation
   • Approval of Board and Committee minutes:
   • 7/21/20 Board Minutes

IV. Correspondence and Communications

V. Treasurer’s Report – David Boduch
   • July, 2020 Financials
   • July, 2020 Transfers

VI. Reports of Standing Committees
   J. Finance Committee – David Boduch
   K. Personnel Committee – Carrie Smith
   L. Building Committee – Dave Klingensmith
      a. Preparation for replacement of membrane roof
      b. Update on Library Building Projects – HVAC

VII. Reports of Special Committees
   • Strategic Planning Committee – Carrie Smith

VIII. Unfinished Business –

IX. New Business –
   • Budget & Appropriation Ordinance Discussion
   • Annual Report for FY 2019-2020
   • Records Disposal for 2020
   • Review Library Standards

X. Topics for Future Discussion
   • Landscaping
   • Codification of Policy Manuals

XI. Adjournment

Date for next Regular Meeting – September 15, 2020
I. Call to Order and Roll Call

II. Budget & Appropriation Ordinance Hearing

III. Recognition of Visitors and Public Comment

IV. Consent Agenda
   • Director’s Report – Christine Gerrish
   • Reports of Youth Services and Circulation
   • Approval of Board and Committee minutes:
     • 8/18/20 Board Minutes

V. Correspondence and Communications

VI. Treasurer’s Report – David Boduch
   • July, 2020 Financials
   • August, 2020 Financials
   • August, 2020 Transfers

VII. Reports of Standing Committees
   M. Finance Committee – David Boduch
   N. Personnel Committee – Carrie Smith
   O. Building Committee – Dave Klingensmith
      a. Preparation for replacement of membrane roof
      b. Update on Library Building Projects – HVAC

VIII. Reports of Special Committees
   • Strategic Planning Committee – Carrie Smith

IX. Unfinished Business –

X. New Business –
   • 20-3 Budget & Appropriation Ordinance
   • Youth Room Mural
   • Overdue Fines Policy
   • Review Library Standards

XI. Topics for Future Discussion
   • Landscaping

XII. Adjournment

Date for next Regular Meeting – October 20, 2020
Glen Carbon Centennial Library District
Board Meeting Agenda
Tuesday, October 20, 2020 at 7:00 p.m.
Community Room

I. Call to Order and Roll Call

II. Recognition of Visitors and Public Comment

III. Audit Report given by Kevin Tepen
   • Approval of 2019-2020 Audit

IV. Consent Agenda
   • Director’s Report – Christine Gerrish
   • Reports of Youth Services and Circulation
   • Approval of Board and Committee minutes:
   • 9/15/20 Board Minutes

V. Correspondence and Communications

VI. Treasurer’s Report – David Boduch
   • September, 2020 Financials
   • September, 2020 Transfers

VII. Reports of Standing Committees
   P. Finance Committee – David Boduch
   • Impact of COVID on Revenue
   Q. Personnel Committee – Carrie Smith
   R. Building Committee – Dave Klingensmith
      a. Preparation for replacement of membrane roof
      b. Update on Library Building Projects – HVAC

VIII. Reports of Special Committees
   • Strategic Planning Committee – Carrie Smith

IX. Unfinished Business –

X. New Business –
   • 20-4 Annual Tax Levy Ordinance
   • Overdrive
   • Switching Phone Services
   • PPE Policy or addition to the Public Health Policy
   • Donation Solicitation in the Library
   • Review Library Standards

XI. Topics for Future Discussion
   • Landscaping

XII. Adjournment

Date for next Regular Meeting – November 17, 2020
I. Call to Order and Roll Call

II. Recognition of Visitors and Public Comment

III. Consent Agenda
   • Director’s Report – Christine Gerrish
   • Reports of Youth Services and Circulation
   • Approval of Board and Committee minutes:
     • 10/20/20 Board Minutes

IV. Correspondence and Communications

V. Treasurer’s Report – David Boduch
   • October, 2020 Financials
   • October, 2020 Transfers

VI. Reports of Standing Committees
   S. Finance Committee – David Boduch
      • Impact of COVID on Revenue
   T. Personnel Committee – Carrie Smith
   U. Building Committee – Dave Klingensmith
      a. Update on Library Building Projects – HVAC, Roof

VII. Reports of Special Committees
    • Strategic Planning Committee – Carrie Smith

VIII. Unfinished Business –

IX. New Business –
   • Switching Phone Services
   • Subscription for LibraryAware
   • COVID-19 Mitigations
   • Staff Development Day
   • Review Library Standards – Overview of Action Items

X. Topics for Future Discussion
   • Landscaping

XI. Adjournment

Date for next Regular Meeting – January 19, 2021