

AGENDA
January 5, 2021

ZOOM Meeting

- I. Call meeting to order
- II. Establish a quorum and approve agenda
- III. Secretary's Report
- IV. Treasurer's Report
 - A. Monthly Finance Report
 - Third tax distribution check arrived
 - Increase in library cards this month
 - No employees with excess sick leave to payout this year
- V. Librarian's Report
 - A. Hours and services offered during COVID-19 uprise
 - Plans to extend curbside hours Mondays and Wednesdays
 - Plans to open curbside services on Saturdays from 8am-1pm beginning 1/16/21
 - B. 2021 Per Capita Grant requirements
 - Will discuss at February meeting
 - Grant application due March 15, 2021
 - C. Adult Book Club met via Zoom in December; plans to do the same for February
- VI. Unfinished Business
- VII. New Business

Next Meeting: Tuesday, February 2, 2021

AGENDA
February 2, 2021

- I. Call meeting to order
- II. Establish a quorum and approve agenda
- III. Secretary's Report
- IV. Treasurer's Report
 - A. Monthly Finance Report
 - Fourth and final property tax distribution check arrived
 - B. Illinois minimum wage increase affected employee pay
 - C. End of Fiscal Q3 Report
- V. Librarian's Report
 - A. Library hours and services going forward
 - B. Need approval to purchase circulation desk computer (Over \$500)
 - C. In-house projects
 - Relocated adult paperbacks and biographies to new location in library
 - Completed weeding project of adult non-fiction
 - Plans to improve signage for each section of library and create seating area in the adult non-fiction / juniors section
 - D. 2021 Per Capita Grant discussion of checklists in *Serving our Public 4.0 Standards for Illinois Public Libraries*
 - Discuss and choose one item from each chapter to improve on in 2021
 - E. Trustees with end terms on April 30, 2021, include:
 - Judy Kampwerth, Bonnie Holzinger, and Cyndi Riley
 - A new swearing in of Oath of Office will occur May 4, 2021
- VI. Unfinished Business
- VII. New Business
 - A. Outdoor trash can on the north side of the building - replace or dispose?
 - B. Approval to hire part-time Youth Services Librarian

Next Meeting: Tuesday, March 2, 2021

AGENDA
March 2, 2021

- I. Call meeting to order
- II. Establish a quorum and approve agenda
- III. Secretary's Report
- IV. Treasurer's Report
 - A. Monthly Finance Report
- V. Librarian's Report
 - A. America's News: Newsbank subscription for patrons to receive BND and STL Post
 - B. Outdoor trash can replacement
 - C. Need approval to purchase seating in adult non-fiction/junior fiction area
 - D. Youth Services Librarian to start April 1
 - E. 2022 is 60 years for the Breese Public Library
- VI. Unfinished Business
- VII. New Business

Next Meeting: Tuesday, April 6, 2021



AGENDA
April 6, 2021

- I. Call meeting to order
- II. Establish a quorum and approve agenda
- III. Secretary's Report
- IV. Treasurer's Report
 - A. Monthly Finance Report
- V. Librarian's Report
 - A. March update
 - B. Indoor signage
 - C. Decide Fiscal Year Budget: May 1, 2021 - April 30, 2022
 - Personnel Salary/Wages
- VI. Unfinished Business
- VII. New Business

Next Meeting: Tuesday, May 4, 2021



AGENDA
May 4, 2021

- I. Call meeting to order
- II. Establish a quorum and approve agenda
- III. Secretary's Report
- IV. Treasurer's Report
 - A. Monthly Finance Report
- V. Librarian's Report
 - A. End of fiscal year report (handout)
 - B. 2021-2022 new fiscal year budget (handout)
 - C. Upcoming library programs
- VI. Unfinished Business
- VII. New Business
 - A. Election of Officers/ Oath of Office
 - Cyndi Riley
 - Bonnie Holzinger
 - Judy Kampwerth

Next Meeting: Tuesday, June 8, 2021



AGENDA
June 8, 2021

- I. Call meeting to order
- II. Establish a quorum and approve agenda
- III. Secretary's Report
- IV. Treasurer's Report
 - A. Monthly Finance Report
- V. Librarian's Report
 - A. Illinois Public Library Annual Report completed
 - B. Summer library programs
 - C. Exterior power washed
- VI. Unfinished Business
- VII. New Business

Next Meeting: Tuesday, July 6, 2021



AGENDA
July 6, 2021

- I. Call meeting to order
- II. Establish a quorum and approve agenda
- III. Secretary's Report
- IV. Treasurer's Report
 - A. Monthly Finance Report
- V. Librarian's Report
 - A. Programs
- VI. Unfinished Business
- VII. New Business
 - A. Vacuum repair or replace

Next Meeting: Tuesday, Aug. 3, 2021



AGENDA
August 4, 2020

All members six feet apart with face masks due to COVID-19 pandemic.

- I. Call meeting to order
- II. Establish a quorum and approve agenda
- III. Secretary's Report
- IV. Treasurer's Report
 - A. Monthly Finance Report
- V. Librarian's Report
 - A. Overview of the month
- VI. Committee reports
- VII. Unfinished Business
- VIII. New Business

Next Meeting: Tuesday, Sept. 1



AGENDA
Sept. 7, 2021

- I. Call meeting to order
- II. Establish a quorum and approve agenda
- III. Secretary's Report
- IV. Treasurer's Report
- V. Librarian's Report
- VI. Unfinished Business
- VII. New Business

Next Meeting: Tuesday, Oct. 5, 2021



AGENDA
Oct. 5, 2021

- I. Call meeting to order
- II. Establish a quorum and approve agenda
- III. Secretary's Report
- IV. Treasurer's Report
- V. Librarian's Report
- VI. Unfinished Business
 - A. Board Policy binder update
- VII. New Business

Next Meeting: Tuesday, Nov. 2, 2021



AGENDA
Nov. 2, 2021

- I. Call meeting to order
- II. Establish a quorum and approve agenda
- III. Secretary's Report
- IV. Treasurer's Report
 - A. Tempo Bank
- V. Librarian's Report
 - A. Programs/Classroom visits
 - B. Quickbooks donation-based account successful transfer
 - C. SHARE app
 - D. Cost of laminating service
 - E. Clearwave quote for fiber optic line
 - F. Flooring samples for Children's Room
- VI. Unfinished Business
- VII. New Business

Next Meeting: Tuesday, Dec. 7, 2021



AGENDA
Dec. 7, 2021

- I. Call meeting to order
- II. Establish a quorum and approve agenda
- III. Secretary's Report
- IV. Treasurer's Report
- V. Librarian's Report
 - A. Health Insurance for full-time employees
 - B. Flooring quotes (children's room + magazine room)
 - C. 2022 Calendar: board meetings and holidays
- VI. Unfinished Business
- VII. New Business

Next Meeting: Tuesday, Jan. 4, 2022

