

AGENDA
FAIRVIEW HEIGHTS PUBLIC LIBRARY
BOARD OF TRUSTEES

March 19, 2020 7:00 PM

I. OPENING OF MEETING

- A. CALL TO ORDER**
- B. ROLL CALL**
- C. ADDITIONS TO AGENDA (FOR DISCUSSION ONLY)**

II. CONSENT AGENDA

All items listed under this heading are considered routine by the Board and will be enacted by one motion. Detailed information on all items is included in your meeting packet. There will be no separate discussion of these items unless a Board member so requests, in which event the item will be removed from the consent agenda for discussion.

- A. APPROVAL OF MINUTES OF THE February 20, 2020 Board meeting**
- B. LIBRARY DIRECTOR'S REPORT**

III. APPROVAL OF ALL FINANCIAL STATEMENTS, REPORTS AND BILL LIST:

IV. COMMUNICATION AND CORRESPONDENCE

V. CITIZENS' COMMENTS: Members of the public are invited to speak to the Board of trustees. Please identify yourself when called upon. Comments are limited to (5) five minutes or less. In compliance with the Open Meetings Act, actions may not be taken on items not already on the agenda, but action may be deferred to a later Board meeting at the discretion of the Board.

VI. ILLINOIS HEARTLAND LIBRARY SYSTEM REPORT

VII. STANDING COMMITTEES

- A. FINANCE:**
- B. PERSONNEL:** mtg on 3/09/20, approve minutes
- C. POLICY:**

VIII. SPECIAL COMMITTEES:

IX. BUSINESS

- A. Update, discussion and vote on plans presented by Louer Facility Planning, as it pertains to the children's reading nooks and carpeting projects**
- B. Discussion and vote on a library pandemic response policy**
- C. Discussion and vote on library cataloger job description and position details**
- D. Discussion and vote on Youth Services job description and position details**
- E. Discussion and vote on Circulation Clerk/Cataloger job description and position details**
- F. Discussion and vote on Circulation Clerk job description and position details**
- G. Discussion on personnel updates**
- H. Discussion and vote for approval of funds to be used for National Library Worker Day 4/21/20**
- I. Discussion and vote on approval of funds for Friends of the Library luncheon in April**
- J. Review of trustee appointments to expire on 5/2020**

X. Closed Session; Call for an Executive Closed Session to discuss personnel per 5 ILCS 120/2(c)(1)

XI. Adjournment

Topics for future consideration: