BOARD OF TRUSTEES  
ST. CHARLES PUBLIC LIBRARY DISTRICT  
ANNUAL MEETING  
SEPTEMBER 9, 2020

Board Meeting: Wednesday, September 9, 2020, 7:00 p.m., at its new location 305 S. Ninth Street, St. Charles, IL 60174 in Conference Room A. If attending open meeting, attendees must wear face masks. All other safety precautions, including social distancing expectations will be in place.

Mission Statement  
To support the growth and creativity of the individual and foster the spirit of community and local economy.

6:45 PM PUBLIC HEARING ON BUDGET AND APPROPRIATION ORDINANCE  
7:00 PM ANNUAL MEETING

AGENDA

I. Call to Order  
II. Welcome of Guests  
III. Approve Consent Agenda  
   Minutes of Regular Monthly Meeting, July 8, 2020  
   Minutes of Special Board Walk-Through Meeting, July 22, 2020  
   Minutes of Policy Committee Meeting, August 11, 2020  
   Minutes of Audit Committee Meeting, August 26, 2020  
   IIT Investment Reports: July and August  
   Lauterbach & Amen, Monthly Financial Reports: June, July and August  
   Check Register, Payrolls: July and August

IV. Approve the Form and Content of Minutes
   Closed Session Meeting of Audit Committee, August 26, 2020

V. Invoices for Board Approval to Pay  
VI. Trustee Recognition  
VII. Director’s Reports, July and August 2020

VIII. Committee Reports
IX. Communications and Citizen’s Comments – On Agenda Items
X. Trustee Comments

XI. Unfinished Business
   13. Building Project Update
      a. Compensation Notice

Posted: 9/4/2020
15. Certified Estimate of Revenues by Source for FY 2020/2021
16. Update: Governor Pritzker’s Public Act in Observance of November Election Day

XII. New Business
17. Annual Audit Presentation by Tighe, Kress & Orr
18. Presentation of Library Annual Report
19. Annual Review of Fund Balance Policy
20. Foundation Art Committee’s Winning Art Piece over Fireplace
21. Adjusting 2020 Library Closings Calendar
   a. InService Day
   b. Employee Dinner Closing
22. Update to Organizational Chart
23. Report of Policy Committee Meeting
   a. Library Card Types
   b. Exclusions of Patron Policy
   c. Telecommuting Policy
   d. Rescind Ordinance 2002/2003 – 2; No Large Bills over $20
24. Report of Audit Committee Meeting
   a. Report of Audit of Secretary’s Minutes as of January 1, 2020 to June 30, 2020
   b. Recommendation to vote to open or keep closed Minutes from the Closed Sessions of January 1, 2020 to June 30, 2020
   c. Recommendation to vote to open or keep closed Minutes from the Closed Sessions of March 29, 2011 through November 11, 2015
   d. Recommendation to Vote regarding the Destruction of Closed Session Audio according to 5 ILCS 120/2.06
25. Discussion of Open Board Seats in 2021
   a. Consolidated Election, Tuesday, April 6, 2021
      i. September 22, 2020: First day (90 days before last day to file nomination papers) for candidates for Library Board of Trustees to circulate nominating petition sheets for consolidated election (10 ILCS 5/10-4).
      ii. December 14 – December 21, 2020: Filing period (Not more than 113 nor less than 106 days prior to the consolidated election (10 ILCS 5/10-6(2)).
      iii. Terms expiring in May 2021: Michael J. Hill, Claudia Frost, Mary Louise Gobel
26. Schedule Finance Committee Meeting
   a. Levy Review
   b. Determining Estimate of Funds Needed
27. Schedule Policy Committee if needed
   a. Director’s Review Process
28. Communications and Citizen’s Comments – On Non-Agenda Items

XIII. Monthly Reports
29. Department Managers’ Reports, July and August 2020
30. Statistical Reports, July and August 2020

XIV. Adjournment