



**Meeting of the Board of Trustees Agenda 10/22/2020 6:00 P.M.**

**Meeting location: Frankfort Public Library 21119 S. Pfeiffer Rd.  
Frankfort, IL 60423**

**AGENDA**

1. Call to Order
2. Pledge
3. Roll Call
4. Introduction of Visitors
5. Public Comment – Agenda Items Only †
6. Approval of Minutes of the 09/24/2020 meeting **Please review** (Action)  
**and send questions prior to meeting.**  
**Motion to approve the Minutes of the 9/24/2020 (2<sup>nd</sup>, Discuss, Vote)**
7. Treasurer's Report – Sept, 2020 (Review)
  - a. Balance sheet Sept 30, 2020 Incl. LOC paid out  
Review of Bills, Visa, Amazon & Maintenance – Sept, 2020 – **Please review and send questions prior to meeting** (Action)
  - Motion to approve the bills for September, 2020 (2<sup>nd</sup>; Discuss; Vote)**
  - b. Expense vs Budget July – September, 2020 – Quarterly Report– **Please review and send questions prior to meeting**
  - c. Profit & Loss vs last year
8. Correspondence
  - a. Facebook compliment from Michelle Sears Beneventi
9. Old Business
  - a. Sunday Hours
    - a. Survey of local libraries
    - b. Hourly evening door count & Saturdays October 2020
  - b. Appointment of James Mommsen to Citizens Advisory Committee
  - c. Capital Priorities Status –
    - a. Book Drop – Future discussion of placement of Book Drop
10. New Business
  - a. Open Executive Session Meeting recordings to the Public
  - b. Approval of payment of \$2,012.40 to Batteries + Bulbs for back room LED fixtures and bulb replacements
  - c. Per Capita Requirement – Review Personnel Chapter of “Serving our Public 3.0”

11. Librarian's Report
  - a. September Snapshot - statistics
  - b. Race & Equity Policy status
    - a. Initiatives: monthly staff emails; movie / documentary film review; quarterly staff small discussion group.
    - b. "Telling a People's Story" display in November

12. Public Comment on Library Business in General †

13. Trustee Comment

14. *Executive Session – if necessary*

15. Adjournment

† Appropriate comments from the public will be welcome at the beginning of this meeting, on any subject germane to the Library District.

Appropriate comments from the public will be welcome at the end of this meeting, exclusively regarding items discussed during this meeting. Comments will be strictly limited to 3 minutes during each period and subject to additional limitations set forth in the Public Comment Policy. A complete version of the Public Comment Policy is available upon request.