



DECATUR PUBLIC LIBRARY

knowledge | creativity | inspiration

AGENDA

REGULAR MEETING

BOARD OF TRUSTEES

Thursday, May 21, 2020

4:30 p.m.

Remote Meeting via Zoom

Meeting Video Link: <https://us02web.zoom.us/j/85302449099>

Meeting Phone Number: 312 626 6799

Meeting ID: 853 0244 9099

I. Call to order – Samantha Carroll

Remote Attendance. Pursuant to State Executive Orders 2020-07 and 2020-18, which temporarily suspend the in-person presence requirements and eliminate the limitation on remote access of the Illinois Open Meetings Act due to the COVID-19 pandemic, the Board is not requiring physical attendance at the meeting, and will allow all Board members to attend this meeting remotely and fully participate remotely.

II. Approval of agenda

III. Approval of minutes for February 20, 2020 Meeting/2020 Annual Meeting/Emergency Meeting March 16, 2020

IV. Public comments – Due to the Governor’s stay-at-home order, The Decatur Public Library’s Board Room will be not be open to the public during this Library Board Committee Meeting. For those wishing to provide public input, please email your statement to rmeyer@decaturlibrary by 4:00 pm Wednesday May 13, 2020. The statement will be read into the record per Library Board public input rules. Anyone can attend virtually via Zoom. Additional instructions are attached.

IV. Written Communications from the public

V. City Librarian’s report –Rick Meyer

VI. Division Head reports—Robert Edwards, Becky Damptz, Alissa Henkel, Matt Wilkerson, Carol Ziese

VII. Reports of committees

A. Personnel, Policy & Public Relations Committee—Samantha Carroll

- i. No meeting

B. Finance and Properties Committee—Amy Stockwell

- i. Capital Needs (Discussion)
- ii. Space Plan (Discussion)
- iii. March & April 2020 Check Registers (Action)
- iv. 2020 Budget Review (Discussion)
- v. 2020 Projection (Discussion)
- vi. Other

C. Foundation—Rick Meyer

- i. No Report

D. Friends of the Library—Donna Williams

- i. No Report

F. Illinois Heartland Library System—Rick Meyer

- i. Delivery suspension and other items

VIII. Old Business

- i. Other

IX. New Business

- i. Phased Reopening Plans (Action)
- ii. Curbside Delivery (Action)
- iii. Committee/Liaison Appointments (Action)

X. SERVING OUR PUBLIC: STANDARDS FOR ILLINOIS PUBLIC LIBRARIES

Chapter 4: Facilities

XI. Adjournment

If you have questions please contact:

Rick Meyer, City Librarian
421-9713 or rmeyer@decaturlibrary.org



DECATUR PUBLIC LIBRARY

knowledge | creativity | inspiration

Public Input and Attending / Viewing of Decatur Public Library Board Meetings via Zoom

Citizens are welcome to attend and participate in the meeting virtually via Zoom. The Zoom session will be recorded as part of the record.

Additional instructions may be provided by the Chair or host.

Providing Public Comment:

We ask that commenters please submit public comments by email by 4:00 pm on the date of the meeting to rmeyer@decaturlibrary.org. These will be read per Library Board meeting rules and time limits in the Board's Bylaws. Email sent to this account may be transmitted to all Board members. Email must be received by the start of public comment at the meeting and will only be taken during the public comment portion of the agenda.

The link to join by computer is listed on the agenda.

Citizens do not need to install software on a computer to use Zoom. You can click "Join from your browser." It appears Zoom prefers for users to download and install their meeting client software on your computer. Choose the option you are comfortable with and note, these may be browser specific. There also is a Zoom app for smartphones.

Decatur Public Library will be muting participants and video will be off for public participants.

Attending the Meeting by phone:

Join by calling the phone number shown in the agenda.

Callers will then be asked to enter the Meeting ID number followed by the # key. The Meeting ID number is listed on the agenda.

All callers are muted by default.

This is a work in progress and a learning situation for all involved, so we ask for your patience as we move forward. We are unable to provide coming in this difficult situation.