

DISTRIBUTION OF MEETING INFORMATION

Board Meeting Notices - Village Hall, League of Women Voters, WPLD website, WPLD trustees, front door of Library, WPLD legal bulletin board.

Agenda Hard Copy - Front door of Library, and Library legal bulletin board.

Agenda Email - All staff & President of the Friends of WPLD.

Agenda & Attachments Electronic Copy - WPLD website & all WPLD trustees.

NOTICE

Wilmette Public Library Board of Trustees will hold a virtual meeting to perform essential business only. Below are links to connect or call into the meeting.

Join by Computer:

<https://us02web.zoom.us/j/83240524814>

Meeting ID: 832 4052 4814

Join by Phone:

+1 312 626 6799

Meeting ID: 832 4052 4814



Wilmette Public Library

Board of Library Trustees Regular Meeting
Remote Audiovisual Conference
1242 Wilmette Avenue, Wilmette, IL 60091
July 21, 2020, 6:00 p.m.

Agenda

- I. Call to Order and Roll Call. (Call to Order - President McDonald, Roll Call - Secretary Barshis)
- II. Public Comment. (President McDonald) [10 minutes]
Meeting attendees who wish to address the WPLD Board of Trustees may do so here.
- III. Review draft of Minutes. (President McDonald) [3 minutes]
 - A. June 23, 2020 Regular Board Meeting Minutes. **Attachment 1**
- IV. Presentations. None
- V. Treasurer's Report. (Treasurer Rodgers) [10 minutes]
 - A. Financial Reports for June 2020. **Attachment 2**
 - B. Bills and Salaries Check Detail for June 2020. **Attachment 3**
- VI. Action Items.
 - A. Ordinance No. 2020/21-197, Annual Budget and Appropriation Ordinance for Library Purposes for the Fiscal Year 2020-21 in Tentative Form. Once the tentative ordinance is passed by the WPLD Board, it is sent to the attorney for review. It is then posted on the WPLD legal bulletin board and web page. The final ordinance is on the August agenda as an action item.

Trustees conduct a public hearing 15 minutes before the August Board meeting to allow public discussion of the ordinance before finalization. At least 30 days before the hearing, a notice is published in the local newspaper and is posted on the WPLD legal bulletin board and web page, at the Wilmette Metra Station, and at the Wilmette Village Hall. (Director Auston & Treasurer Rodgers) [20 minutes] **Attachment 4**

B. Contract Approval: HVAC Preventative Maintenance Agreement with Hill Mechanical Services. WPLD has maintained a working relationship with Hill since 2015. The proposed agreement covers preventative maintenance services for one year (August 1, 2020 to June 31, 2021), with the option to renew or terminate the agreement thereafter. The charge for the first 12 month term is \$26,232 (billed at \$2,186 monthly). The recently expired agreement carried the same annual charge of \$26,232. (Director Auston) [5 minutes] **Attachment 5**

VII. Discussion Items.

A. Serving Our Public 4.0 – Standards for Illinois Public Libraries. Review Chapter 8 - System Member Responsibilities and Resource Sharing. (Director Auston) [3 minutes] **Attachment 6**

B. Review Updated Pandemic Response and Reopening Plan. (Director Auston) [20 minutes]

VIII. Director's Report. (Director Auston) [10 minutes]

A summary of Library department activities, a listing of meetings/workshops attended by the Director and staff, community engagement reports, monthly statistics, and other information are included in this section. **Attachment 7**

IX. Committees - Report on Meetings. [5 minutes]

A. ILA / RAILS Updates (ILA - Trustee Barshis, RAILS - Director Auston)

ILA coronavirus information page: <https://www.ila.org/advocacy/coronavirus-resources>

RAILS coronavirus information page: <https://www.railslibraries.info/issues/178451>

X. Information Items.

A. Communication. Comments from suggestion boxes will be distributed at the meeting.

B. As a requirement of the Illinois Public Library Annual Report (IPLAR), the Board Minutes Audit Committee is required to review minutes of WPL Board of Trustees meetings of FY 2019-20 prior to the August 2020 Board meeting.

XI. New Business/Old Business.

A. Confirm time of August 18, 2020 Regular Meeting and Hearing.

XII. Adjournment.

[Estimated meeting length: 90 minutes]