

## AGENDA

### Library Board of Trustees Regular Meeting

Wednesday • April 21, 2021 • 5:30 p.m.  
Online Meeting Held via Zoom Webinar

#### SPECIAL NOTE REGARDING THE COVID-19 PANDEMIC

Pursuant to Governor Pritzker's Executive Order 2020-07 (COVID-19 Executive Order No. 5) which suspends the requirement of the Illinois Open Meetings Act requiring in-person attendance by members of a public body during the duration of the Gubernatorial Disaster Proclamation, attendance by all Library Board members not physically present, by participating in the meeting through the link posted below along with the Library Director and other staff members.

Click this link to join the meeting:

<https://us02web.zoom.us/j/87392047056?pwd=ajU3aHBVTkZYWVRMQ0tqTTNWUXpaUT09>

To join by phone: Dial [1 312 626 6799](tel:13126266799)

Webinar ID: 873 9204 7056

Passcode: 565959

Please send comments about agenda items before or during the meeting to: [comments@champaign.org](mailto:comments@champaign.org)

1. **Call to Order**
2. **Call the Roll**
3. **Approve the Agenda** (Action Item)
4. **Approve the Minutes**
  - a. Regular Meeting Minutes, March 17, 2021 (Action Item)
5. **Director's Report**
  - a. Library Updates
  - b. Summer Programs (Evelyn Shapiro, Promotions Manager)
6. **Policy Review**
  - a. Food and Beverage Policy (Action Item)
  - b. Literature Racks, Bulletin Boards, and Exhibit Spaces Policy (Action Item)
  - c. Art Collection Policy (Action Item)
7. **Ethics Statements**
  - a. Code of Ethics of the American Library Association (Action Item)
  - b. Public Library Trustees Ethics Statement (Action Item)

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**Board of Trustees Meeting Agenda Continued...**

April 21, 2021

Page Two

8. **Program Space for Teens** (Tiffany Nash and Dan Pohrte, Product Architecture + Design)
9. **FY2020/21 Proposed Revised Budget and FY2021/22 Proposed Revised Budget** (Action Item)
10. **FY2021/22 Proposed Personnel Complement** (Action Item)
11. **FY2021/22 Proposed Salary Schedule L** (Action Item)
12. **Biannual Review of Closed Sessions**, as required by 5 ILCS 120/2.06(c) (Action Item)
13. **Financial Reports**
  - a. Approve Summary, Handwritten Checks, and Check Register for March 2021 (Motion to File)
  - b. FY2020/21 Financial Statements (Motion to Accept)
14. **Correspondence and Communications**
15. **Committee and Liaison Reports:**
  - a. Champaign Public Library Foundation Report (Rost, Liaison)
  - b. Friends of the Champaign Public Library Report (Lansford, Liaison)
16. **Comments from the Audience**
17. **Comments from the Board**
18. **Next Meetings or Events**
  - Proposed Budget to City Council, Tuesday, May 11, 2021, 7:00 p.m., via Zoom Webinar
  - Regular Meeting, May 19, 2021, 5:30 p.m., via Zoom Webinar
  - Budget Adoption by City Council, Tuesday, June 15, 2021, 7:00 p.m., via Zoom Webinar
  - Regular Meeting, June 16, 2021, 5:30 p.m., via Zoom Webinar
  - Regular Meeting, July 21, 2021, 5:30 p.m., via Zoom Webinar
19. **Adjournment**

**MISSION STATEMENT: We inspire, inform, and connect our community!**

### **Temporary Rules for the Conduct of the Library Board of Trustees Meetings and Public Participation**

For the duration of the COVID-19 pandemic, such that meetings of the Library Board of Trustees are held in an electronic format, the following rules shall temporarily apply for public participation:

1. Members of the public may submit their comments in advance of and during the meeting to the following email address: [comments@champaign.org](mailto:comments@champaign.org). Comments should include the name of the commenter and the commenter's city of residence.
2. Comments received prior to 5:30 p.m. on April 21, 2021 will not be read aloud during the meeting but will be treated as regular correspondence to the Board.
3. Comments received between 5:30 p.m. and adjournment of the period of the meeting reserved for general public participation will be read aloud during the meeting. Comments will be read aloud in the order in which they are received, after the topic to which the comment relates or during the time normally reserved for general public participation. Comments will be limited to 2,700 characters (approximately 450 words) per individual for each period of comment, and each period of comment will be limited to thirty (30) minutes.
4. All comments received both before and during the meeting will be assembled and transmitted to Board members as soon as practicably possible following the adjournment of the meeting. A report of all comments received will be collated, and the Board will include such comments in the official meeting minutes. All comments, including those unable to be read due to time limits, will be published online as soon as practicably possible following the approval of the meeting minutes, or within sixty (60) days, whichever is sooner.