



Board of Library Trustees
Regular Meeting
Video Conference
December 15, 2020, 7:00 pm

Due to the Governor's "Stay-at-Home" Executive Order, the meeting(s) below will be conducted virtually via MS Teams. Below is information to join by computer or phone.

<https://tinyurl.com/y53t8ne6>

1-872-239-5794

Conference ID: 408 749 604#

In lieu of providing public comment in person, members of the public may send statements to the Executive Director at director@palatinelibrary.org. Comments sent at least 30 minutes in advance of the meeting will be read aloud during the public comment section.

Agenda

1. Call to order
2. Roll call/Trustee requests to attend meeting via electronic means
3. Approval of agenda
4. Introduction of visitors
5. Public comment
6. Liaison reports
 - a. Friends of the Palatine Library (Friends Treasurer Cipar or designee)
 - b. TAB Liaison (Mukherjee)
 - c. Palatine Public Library District Foundation (Jefferson)
 - d. RAILS/ILA (Brauer)
7. Unfinished business
 - a. Renovation update (Vanderhoek and Dilger)
8. New business
 - a. Request for hearing from R. Benton (Vanderhoek)

Requests by members of the public to place a topic on a Board meeting agenda must be made 4 business days before the scheduled meeting in order to be considered. Members of the public may address the Board according to provisions of policy Appendix 0: Rules of Procedure for Public Meetings and Hearings.

Individuals requiring reasonable accommodations to attend a public meeting of the Board are requested to notify Library administration at least 7 business days prior to the scheduled meeting.

- b. Ordinance 2021-05 Establishing the Time, Place and Date of the Regular Meetings of the Board of Library Trustees of the Palatine Public Library District for the Calendar Year 2021 (Singh)
 - c. Resolution 2021-03 Authorizing Intervention in All 2019-2021 Tax Year Appeals Before the State of Illinois Property Tax Appeal Board (Snyder)
 - d. Policy 9-49.8 Emergency Paid Sick Leave Due to COVID-19 (Brauer)
9. President's report (Vanderhoek)
- a. Review of library board advocacy activities
10. Director's report (Dilger)
- a. Strategic plan update
 - i. 2020 progress report (Gardner)
 - ii. 2021 action steps (Dilger)
 - b. Board calendar 2021 (Dilger)
11. Committee reports
- a. Committee to Review Open and Closed Session Minutes (Boland, Snyder, Singh)
 - b. Board Development Committee (Boland, Snyder)
 - c. Building Renovation Committee (Vanderhoek, Brauer, Westhoff)
 - d. Director's Review Committee (Boland, Vanderhoek)
 - e. Finance Committee (Jefferson, Vanderhoek)
 - f. Lock Box Committee (Boland, Snyder)
 - g. Policy Committee (Brauer, Westhoff)
12. Consent agenda – Matters on the consent agenda will be considered by a single motion and vote because they have already been considered fully by the Board at a previous meeting or have been determined to be of a routine nature. Any member of the Board may request that an item be removed from the consent agenda for separate consideration.
- a. Approval of minutes
 - i. Finance Committee meeting of November 12, 2020
 - ii. Public hearing of November 17, 2020
 - iii. regular meeting of November 17, 2020
 - iv. Building Renovation Committee meeting of December 3, 2020

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- b. Financial report and approval of Warrant 2021-06 in the amount of \$1,165,060.40

13. Correspondence

14. Closed session for the purpose of deliberations concerning salary schedules for one or more classes of employees in compliance with 5 ILCS 120/2 (c) (1)

- a. Salary scale benchmarking study (Kathryn O'Connor, HR Source)

15. Vote on items discussed in closed session

- a. Approval of salary scale adjustments

16. Closed session for the purpose of deliberations concerning employee performance in compliance with 5 ILCS 120/2 (c) (1)

- a. Executive Director's evaluation

17. Vote on items discussed in closed session

- a. Approval of Executive Director salary adjustment

18. Adjournment

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