POPLAR CREEK PUBLIC LIBRARY DISTRICT

Main
1405 S. Park Avenue
Streamwood, IL 60107

Sonya Crawshaw Branch
4300 Audrey Lane
Hanover Park, IL 60133

MEETING OF THE BOARD OF TRUSTEES OF
POPLAR CREEK PUBLIC LIBRARY DISTRICT

Date: November 21, 2019
Time: 7:00 p.m.
Place: Mercedes A. McGowen Board Room

AGENDA

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. President's Report

5. Public Forum- Questions concerning agenda

6. Recess to Executive Session
Motion to recess to Executive Session
A. Request the Board to adjourn to Executive Session (5ILCS 120/2) (C) (1) to Discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity.

7. Reconvene Open Session

8. Roll Call

9. Accept Agenda
Request a Motion to accept agenda as presented (anything to be discussed from consent agenda should be pulled out at this time)

10. Secretary's Report – Trustee Harry
Correspondence

11. Treasurer's Report-Trustee Khan

12. Teen Advisory Report-Student Trustee Patel

13. **Executive Director's Report**

Guest Manager-Mary Hauserman

14. **Business Manager's Report**

15. Consent Agenda Approval:

Motion to Approve Consent Agenda

A. Minutes of the Truth in Taxation Meeting (TITA)-October 17, 2019

B. Minutes of the Regular Board Meeting-October 17, 2019

C. Minutes of the Policy Committee Meeting November 7, 2019

D. Semi-Monthly Expenditures for $646,113.16 from 10/12/2019 through 11/15/2019.

E. Acceptance of Executive Director's Report and Business Manager's Report

F. Volunteer Policy-Updated

G. Remote Attendance Policy-Updated

H. Library Card Policy-Updated

I. Proctoring Policy-Updated

J. Reference and Reader's Advisory Services Policy-Updated

K. Updates to the Sexual Harassment Policy in the Employee Handbook per new legislation-Updated -- supersedes Resolution 17-04

L. Studio 1405 Policy – updated to charge a fee for reciprocal borrowers

M. Close the library at noon on December 6, 2019 for Staff Holiday Luncheon

16. Current Business

A. Discuss, update and approve Meeting Room Reservation and Rental Policy-Updated

B. Discuss, update and approve Unattended Children's Policy

17. New Business

A. Request the Board to approve the Board of Trustees Meeting Dates Calendar and Library Closings for 2020

B. Trustee Jordan's Big Froggy Literature Presentation

C. President McCreary discussion on Succession Planning

18. Public Forum – Questions concerning library

19. Comments/Topics for December Board Meeting

(Trustees are reminded to give future agenda topics directly to the President)

20. Adjournment

Request the Board to adjourn to next regular meeting of December 12, 2019