

**Parlin-Ingersoll Public Library  
Board of Trustees**

*Agenda: November 18, 2020—4:00 p.m.*

*Parlin-Ingersoll Public Library—Program Room and via Zoom*

Due to the COVID-19 pandemic and in order to protect our community from its transmission, the Library Board will be holding this meeting in-person as well as virtually using Zoom. Members of the public may submit public comments in-person, via e-mail, or listen via phone as noted below:

Written public comments can be submitted to Director Kim Bunner at:

[parlin@parliningersoll.org](mailto:parlin@parliningersoll.org)

The public is invited to join using the link below or to phone in using the phone number listed below:

Join Zoom Meeting

<https://us02web.zoom.us/j/85791722418?pwd=WmR2SGRSYXkvRngvOW9SZllVWVpLUT09>

Meeting ID: 857 9172 2418

Passcode: 246420

One tap mobile

+13126266799,,85791722418#,,,,,0#,,246420# US (Chicago)

+13017158592,,85791722418#,,,,,0#,,246420# US (Washington D.C)

Dial by your location

+1 312 626 6799 US (Chicago)

+1 301 715 8592 US (Washington D.C)

+1 929 205 6099 US (New York)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

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**AGENDA**

**A.) Call to Order: 4 p.m.: Trygve Meade, President**

**B.) \*October 14, 2020 Minutes**

**\*October 28, 2020 Special Meeting Minutes**

**\*November 12, 2020 Special Meeting Minutes**

Posted:

### **C.) Public Comments**

### **D.) Communications**

- Review of the Illinois Library Association conference
- Director activities in October: Illinois Library Association Conference; Virtual City Council Finance Committee Meeting on Tax Levy 10/27 and 11/2; Virtual Charles D. Ingersoll Trust Meeting; Virtual Rotary Meetings; Virtual Rotary Board Meeting

### **E.) Agenda Items**

- 1.) **\*Consent Agenda for October 2020:** Action Item
- 2.) **Library's Tax Levy Request to the City:** Discussion and Possible Action Item.
- 3.) **Update on the Library Parking Lot Construction and Replacement:** Update
- 4.) **Update on East Side Entrance Sidewalk Bids and Sump Pump Replacement:** Discussion and Possible Action Item
- 5.) **Quote Estimate for Re-Upholstery of Lounge Chairs:** Discussion and Action Item
- 6.) **COVID-19 Mitigation and the Library:** Discussion and Possible Action Item
- 7.) **Christmas Bonuses and Luncheon:** Action Item
- 8.) **\*Per Capita Grant Requirements:** Discussion on Chapters 7-13 Serving Our Public 4.0
- 9.) **Checked Out and Unreturned Items FY20:** Discussion
- 10.) **Board Meeting Schedule 2021:** Action Item
- 11.) **Possible Trustee Candidates:** Discussion and Possible Action Item

### **F.) Adjournment**

**Consent Agenda:** \*Monthly Circulation and Activity Reports, \*Monthly Income and Expenditure Statements, and \*Monthly MidAmerica Trust report and General Ledger