

# **AGENDA**

**Case-Halstead Public Library Board of Trustees  
550 Sixth Street, Carlyle, IL 62231**

**(Online Meeting per IL Executive Order 2020-07)**

Webex Phone: 1-415-655-0001 US Toll  
Access code: 126 025 2882

**Monday, October 5, 2020 – 7:00 pm**

- I. Call to Order, Roll Call, and Introduction of Guests
- II. Pledge of Allegiance
- III. Meeting Minutes—September 8, 2020
- IV. Treasurer’s Report**
  - Library Bills September 2020
  - Income/Expenditures Report—September Report
  - Income/Expenditures Year to Date Report—September Report
  - Bank Statements/CD Report September 2020
- V. Library Director’s Report**
  - Utility Report September 2020
  - Library Statistics September 2020
  - Covid-19 Report
  - New Hire in September—New Library Hours
  - Report on September events (online views)
  - YS Report—September 2020
  - 3<sup>rd</sup> Annual National Drive Electric Week Event Report
  - [Library Schedule online at Facebook.com/casehalstead](https://www.facebook.com/casehalstead)

VI. Standing Committee Reports/Other Reports

**City Council Liaison**

**Policies and Procedures Committee**

**Friends of CHPL**

--Meeting Report

--Support of Little Library at Lake

VII. **Public Comment**

VIII. **Old Business**

Gifts/Memorials for CHPL update

IX. **New Business**

X. **Personnel Committee**

Closed Session (if required)

XI. **Trustee Education:**

Go to Illinois State Library page to find updated links and info:

<https://cyberdriveillinois.com/departments/library/libraries/trustee.html>

XII. Adjournment. Next meeting **Monday, November 2, 2020** at 7pm