

# AGENDA

## Joliet Public Library Board of Trustees Meeting Virtual and In Person Board Meeting, 150 N. Ottawa St. November 19, 2020

As the Joliet Public Library navigates through this unprecedented time, members of the public can listen to the audio of the Board Meeting using ZOOM. Below is the link to join in the audio. For those who want to listen via phone, below is the phone number. In lieu of providing public comment in person or by phone, members of the public may send statements to the Executive Director, at [mmillen@jolietlibrary.org](mailto:mmillen@jolietlibrary.org)

Please be aware that comments sent to the Library will be read individually.

Topic: Joliet Library Board of Trustees Meeting  
Time: Nov 19, 2020 07:00 PM Central Time (US and Canada)  
Location: Marquette Room, 150 N. Ottawa St. Joliet, IL

### Join Zoom Meeting

<https://zoom.us/j/94840476605?pwd=eIZYVGZrY0xsRDRXOmN3Q2pJamxkdz09>

Meeting ID: 948 4047 6605

Passcode: 081314

One tap mobile

+1 312 626 6799 US (Chicago)

- 1) Convene and Call to Order
- 2) Pledge of Allegiance
- 3) Roll Call of Trustees
- 4) Agenda revision and approval
- 5) Oath of Office – Elaine Bottomley and Kelly Rohder-Tonelli
- 6) Minutes review, revision, and approval  
October 15, 2020 Board of Trustees Meeting Minutes
- 7) Treasurer's Report –
  - a. Schedule of Accounts Payable
    - i. Accounts Payable November 19, 2020 - \$79,327.33
    - ii. Checks Written Since Last Board Meeting on October 15, 2020- \$163,191.63
    - iii. Electronic Payroll Transfers on 10/16/2020 and 10/30/2020 and 11/13/2020- \$353,929.60**TOTAL ACCOUNTS PAYABLE \$596,448.56**
  - b. Financial Reports
    - i. Balance Sheet 11/19/2020
    - ii. Report of Accounts, Cash Drawers
    - iii. Tax Distribution Report
- 8) Public Participation (Regarding the current agenda's ACTION ITEMS)
- 9) Executive Director's Report
- 10) Deputy Director's Report
- 11) Unfinished Business
- 12) New Business  
ACTION ITEMS:
  - Motion to approve Final FY2021 Operating Budget
  - Motion to approve Final FY2021 Fund Balance Distribution
  - Motion to approve Remote Work Policy
  - Motion to approve updated Joliet Public Library Trustee Code of Ethics
  - Motion to approve revised Stacks Maintenance Supervisor job description
  - Motion to approve Substitute Librarian job description
- 13) Public Participation
- 14) Staff Reports
- 15) Announcements
- 16) Adjournment

FYI –

The next meeting of the Joliet Public Library Board of Trustees is scheduled for 7:00 p.m., Thursday, December 17th, 2020