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## AGENDA

### Board of Trustees of the Batavia Public Library District

#### *Regular Meeting*

Tuesday • 18 October 2011 • 7:00 p.m.

Elizabeth L. Hall Conference Room • Batavia Public Library • 10 South Batavia Avenue • Batavia

1. **Call to Order**
2. **Pledge of Allegiance to the Flag**
3. **Call the Roll**
4. **Comments from the Audience**  
*Comments are subject to the "Policy on Public Participation at Meetings and Other Communications," copies of which are available at meetings. Visitors are welcome to attend at any open meeting of the Board of Library Trustees.*
5. **Financial Reports:**
  - a. **Financial Reports: September 2010**
    - 2011–2012 Working Budget
    - 2011–2012 Statement of Revenue and Expenditures (Annual Budget and Appropriation)
    - 2011–2012 Investment Report
  - b. **Annual Financial Report for the Year Ended 30 June 2011 (Independent Auditor's Report and Financial Statements)**, presented by Daniel A. Berg, partner, Sikich LLP (DISCUSSION ITEM)
  - c. **A Resolution Determining the Amounts of Money Estimated to Be Necessary to Be Raised by the Tax Levy** (Standing Committee on Finance) (ACTION ITEM) RESOLUTION 2011–008  
*"The Truth in Taxation Act" [35 Illinois Compiled Statutes 200 / 18–55 et seq.], requires the Library District to determine the amount of money estimated to be necessary to be raised by the tax levy for each year ("levy") upon the taxable property in the Library District, not less than twenty (20) days prior to the adoption of the levy.*

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— CONTINUED —

STATEMENT OF MISSION: The mission of the Batavia Public Library is to provide and ensure access to materials and services to meet the lifelong learning needs of residents and organizations, as well as to create a welcoming place to gather, exchange ideas, and participate in cultural events.

6. **Approve the Consent Agenda (ACTION ITEM)**

*Any Board member may request removal of item(s) to the regular agenda for further discussion, or the addition of item(s) from the regular agenda to the consent agenda.*

a. **Minutes:**

- (1) Regular Meeting, Tuesday, 20 September 2011
- (2) Closed Session, Tuesday, 20 September 2011

b. **Expenditures:**

- (1) Expenditures (“Cash Disbursement Detail Report”): September 2011

c. **Other Action Items:**

- (1) An Ordinance Levying an Additional Tax of 0.02% for Buildings and Equipment for Library Purposes, and Maintenance, Repairs, and Alterations of Library Buildings and Equipment in the Batavia Public Library District, in the Counties of Kane and DuPage, Illinois, for the Fiscal Year 2011–2012 (Standing Committee on Finance): ORDINANCE 2011–008
  - (2) Insurance Policies (Business Package, Automobile, Commercial Liability Umbrella, Workers Compensation) (Standing Committee on Finance)
  - (3) HVAC Preventive Maintenance Agreement (Standing Committee on Facilities)
  - (4) Snow Removal Services (Standing Committee on Facilities)
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7. **Approve the Agenda**

8. **Good News**

9. **Correspondence and Communications**

10. **Director’s and Librarians’ Reports:** September 2011

11. **President’s Report**

12. **Committee and Official Representative Reports:**

- a. Standing Committee on Facilities (Gibson)
- b. Standing Committee on Finance (Von Lunen)
- c. Standing Committee on Outreach (Jakubowski)
- d. Standing Committee on Services (Sullivan)
- e. Batavia Public Library Foundation (Sullivan) — *Volunteers needed for Library Links!*
- f. Friends of the Batavia Public Library (Babcock)
- g. ~~Library Integrated Network Consortium (LINC) (Gibson; Von Lunen, alternate representative)~~ — NO REPORT / NO MEETING IN OCTOBER

13. **10 South Coffee House: Lease** (Standing Committee on Services) (ACTION ITEM)

14. **A Resolution Declaring a Vacancy in the Office of Library Trustee** (ACTION ITEM)  
RESOLUTION 2011-009

15. **Regular Meeting Schedule for 2011–2012** (DISCUSSION ITEM)

16. **Future Agenda Items** (REPORT)

17. **Comments from the Board**

18. **Next Meetings or Events:**

- a. *Teen Read Week™ (3rd week in October), Sunday–Saturday, 16–22 October 2011 — launched in 1998 to encourage young adults to read for sheer pleasure as well as learning — 2011 Theme: Picture It @ your library®*

- b. *ILA Annual Conference (Rosemont — Donald E. Stephens Convention Center), Tuesday–Friday, 18–21 October 2011*
- c. *Daylight Saving Time Ends (Standard Time Resumes) at 2:00 a.m. (1st Sunday in November), Sunday, 6 November 2011*
- d. *Veterans Day, Friday, 11 November 2011, Library Open*
- e. *National Gaming Day, Saturday, 12 November 2011 — launched in 2008 to focus on the social and recreational side of gaming*
- f. ***Board of Library Trustees (Regular Meeting), Tuesday, 15 November 2011, 7:00 p.m., Elizabeth L. Hall Conference Room, Batavia Public Library***
- g. *Thanksgiving Eve, Wednesday, 23 November 2011, Library Closed at 5:00 p.m.*
- h. *Thanksgiving (4th Thursday in November), Thursday, 24 November 2011, Library Closed*
- i. *Day after Thanksgiving, Friday, 25 November 2011, Library Open*
- j. *Observance of Christmas Eve, Friday, 23 December 2011, Library Open (Floating Holiday; Paid Holiday for Christmas Eve)*
- k. *Christmas Eve (Observance of Christmas), Saturday, 24 December 2011, Library Closed (Not a Paid Holiday)*
- l. *Christmas, Sunday, 25 December 2011, Library Closed (Not a Paid Holiday)*
- m. *Observance of Christmas, Monday, 26 December 2011, Library Closed (Paid Holiday)*
- n. *Observance of New Year’s Eve, Friday, 30 December 2011, Library Open (Floating Holiday; Paid Holiday for New Year’s Eve)*
- o. *New Year’s Eve, Saturday, 31 December 2011, Library Closed at 12:00 noon (Not a Paid Holiday)*
- p. *New Year’s Day, Sunday, 1 January 2012, Library Closed (Not a Paid Holiday)*
- q. *Observance of New Year’s Day, Monday, 2 January 2012, Library Closed (Paid Holiday)*

19. **Adjournment**

