



# Chicago Heights Public Library

25 W. 15th Street · Chicago Heights, IL 60411 · (708)754-0323

[www.chicagoheightslibrary.org](http://www.chicagoheightslibrary.org)

## Board of Library Trustees Regular Meeting AGENDA

TUESDAY, August 25, 2020

6:00 PM

*Due to Covid-19, the Governor of the state of Illinois has determined that public bodies may meet via electronic format during the pandemic, to allow for conduct the business of the public body. All other Open Meetings Act rules apply during that time.*

<https://us02web.zoom.us/j/81732362204>

call in #: 312-626-6799

Meeting ID: 817 3236 2204

### AGENDA

**I. Call to Order; Roll Call**

**II. Public Comments**

**III. Approval of Minutes**

- A. Regular Meeting of July 28, 2020
- B. Special Meeting of August 12, 2020
- C. Executive Session July 28, 2020

**IV. Correspondence**

**V. INTERIM Library Director's Report**

**VI. Financial Reports**

- A. Income and Expense Reports: July 31, 2020
- B. Accounts Payable: August 25, 2020 in the amount of \$19,970.97

**VII. Unfinished Business**

- A. New Director Search
  - 1. Amended Library Director Job Description
- B. Committee Appointments (tabled from July 2020 meeting)
  - 1. Finance Committee
  - 2. Personnel Committee
  - 3. Policy Committee
  - 4. Building and Grounds Committee

**VIII. New Business**

- A. HR Source Membership for \$350
- B. Illinois Library Association Institutional Membership for \$150
- C. Approval of A Resolution Authorizing And Directing The Library's Counsel, Del Galdo Law Group, LLC, To Retain BKD, LLP To Perform A Forensic Audit Of The Library's Finances In An Amount Not To Exceed \$ 25,500



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**IX. New Business continued**

- D. Job descriptions: Business Office Coordinator, Information Services Librarian, Information Services Assistant I & II, Maintenance Technician
- E. Staff Salary Schedule
- F. 2020/2021 Budget review

**X. Trustee Information & General Announcements**

- A. Trustee Development, Reports & Comments
- B. General Announcements

**XI. Executive Session: 5 ILCS 120/2(c)(1): Personnel**

**XII. Possible Action on Items Coming Out of Executive Session**

**XIII. Adjournment**

Next Regular Board Meeting Date: **Tuesday, September 22, 2020, 6 PM**