



# DECATUR PUBLIC LIBRARY

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## AGENDA

### REGULAR MEETING

### BOARD OF TRUSTEES

Thursday, September 19, 2019

4:30 p.m.

Decatur Public Library Board Room

**I. Call to order** – Donna Williams

**II. Approval of agenda**

**III. Approval of minutes** for August 15, 2019

**IV. Public comments** – 15-minute time period for citizens to appear and express their views before the Decatur Public Library Board. Limit of 3 minutes per speaker; total of 15 minutes. No immediate response will be given by the Library Trustees or Library staff members.

**IV. Written Communications from the public**

**V. City Librarian's report** –Rick Meyer

**VI. Reports of committees**

**A. Personnel, Policy & Public Relations Committee**—Dr. Ngozi Onuora

- i. Job Description Revisions
- ii. FOIA Report
- iii. Personnel Update
- iv. Equity, Diversity, Inclusion
- v. Photography and Video Policy
- vi. Reference Services Policy
- vii. Other

**B. Finance and Properties Committee**—Amy Stockwell

- i. Space Planning/Capital Needs Status

- ii. August 2019 Check Register
- iii. 2019 Budget Review and Projection
- iv. 2020 Budget
- v. Annexations
- vi. Travel/Conference Expense Approval
- vii. Expense Review
- viii. Other

**C. Foundation—Rick Meyer**

- i. September 3 Meeting

**D. Friends of the Library—Samantha Carroll**

- i. September 12 meeting

**F. Illinois Heartland Library System—Rick Meyer**

- i. Webinar Report

**VII. Old Business**

- i. Patron Ban Appeal

**VIII. New Business**

- i. Other

**IX. SERVING OUR PUBLIC: STANDARDS FOR ILLINOIS PUBLIC LIBRARIES**

Chapter 10: Marketing, Promotion, and Collaboration

**X. Adjournment**

If you have questions please contact:

Rick Meyer, City Librarian  
421-9713 or [rmeyer@decaturlibrary.org](mailto:rmeyer@decaturlibrary.org)