



100 LIBRARY LANE  
GRAYSLAKE, IL 60030  
847.223.5313  
grayslake.info

## PUBLIC NOTICE

The Board of Trustees of the Grayslake Area Public Library District will hold its regular meeting on Tuesday, August 11, 2020 at 7:00 PM electronically per the Illinois Governor's Executive Order regarding COVID-19. Live stream of the meeting is available through Zoom:

Zoom link @ <https://us02web.zoom.us/j/89733644046?pwd=WFhSQVFzWkNNbE1PTTBZNzJlKjY9mUT09>

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/s/ Sara Brown, Library Director

Dated: 7 August 2020

**GRAYSLAKE AREA PUBLIC LIBRARY DISTRICT  
REGULAR MEETING  
AUGUST 11, 2020  
7:00 PM  
AGENDA**

- I. **CALL TO ORDER**
- II. **ROLL CALL**
- III. **SWEARING IN OF NEW TRUSTEE**
- IV. **APPOINTMENT OF VILLAGE OF GRAYSLAKE REPRESENTATIVE AND BUILDING AND GROUNDS COMMITTEE MEMBER**
- V. **ADDITIONS TO THE AGENDA**
- VI. **PUBLIC COMMENTS** (Note: Public may submit comments or questions only during the public comments section of the meeting via the Q&A feature of the Zoom meeting).
- VII. **\*\*\* CONSENT AGENDA ITEMS**
  - A. **MINUTES OF PREVIOUS MEETINGS**
    - 1. Regular Meeting July 14, 2020
    - 2. Executive Session July 14, 2020
  - B. **Correspondence and communications**
  - C. **Report of the Librarian**
    - 1. Written Report
    - 2. Statistical Reports – July 2020
      - a) Public Services
        - 1. [Transparency Dashboard](#)
      - b) Technical Services
  - D. **Department Head Reports**



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**VIII. Treasurer's Report and Paying of the Bills**

**A. Treasurer's Report**

1. Executive Budget Summary July 2020
2. Financial Statements and Supplements July 2020
3. Petty Cash Reconciliation July 2020

**B. \*\*\* Approval of Paying of the Bills**

1. Check Detail Report July 2020
2. CPA Cover Sheet July 2020

**IX. OTHER REPORTS**

**A. Report of the Friends of the Library Representative**

**B. Report of the Policy Committee**

1. Minutes of the May 27, 2020 Policy Committee Meeting

**C. Report of the Finance Committee**

**D. Report of the Building and Grounds Committee**

**E. Report of the Grayslake Library Foundation**

**X. UNFINISHED BUSINESS**

**A. Update on How to Best Serve Patrons Remotely through the COVID-19 Crisis**

1. Curbside, Grab & Go, and Virtual Offerings Update

**B. Discussion of StudioGC's Master Space Plan Study of Potential Improvements**

**XI. NEW BUSINESS**

**A. \*\*\*Approval of Audit of Secretary's FY 19-20 Minutes with Corrections**

1. Memo RE: Minor Discrepancies Corrected

**B. \*\*\*Approval of Illinois State Library Annual Report (IPLAR)**

1. Memo RE: Pandemic Guidelines and Comments
2. IPLAR

**C. \*\*\*Approval of March 12, 2021 for Staff Institute Day**

**D. FY 2020-2021 Dates of Interest**

**E. \*\*\*Adoption of Resolution 2020-4: A Resolution Approving and Adopting a Policy Regarding the Delivery and Sale of Alcoholic Liquor in Buildings Owned by the Grayslake Area Public Library District**

**F. \*\*\*Approval of Revisions of 300s Policies**

1. Answers to Policy Committee Queries
2. Revision of 300s Policies

**XII. ADJOURNMENT**

\*\*\* Denotes items requiring a motion