



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, October 13, 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/89038657595?pwd=aWZhUUdMQjUzVGlycGhmb1VHVkpLdz09>

/s/ Sara Brown, Library Director

Dated: 9 October 2020

**GRAYSLAKE AREA PUBLIC LIBRARY DISTRICT
REGULAR MEETING
OCTOBER 13, 2020
7:00 PM
AGENDA**

- I. **CALL TO ORDER**
- II. **ROLL CALL**
- III. **ADDITIONS TO THE AGENDA**
- IV. **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).
- V. ***** CONSENT AGENDA ITEMS**
 - A. **MINUTES OF PREVIOUS MEETINGS**
 - 1. Special Meeting September 8, 2020
 - 2. Regular Meeting September 8, 2020
 - B. **Correspondence and communications**
 - C. **Report of the Librarian**
 - 1. Written Report
 - 2. Statistical Reports – September 2020
 - a) Public Services
 - 1. [Transparency Dashboard](#)
 - b) Technical Services
 - D. **Department Head Reports**
- VI. **Treasurer's Report and Paying of the Bills**
 - A. **Treasurer's Report**
 - 1. Executive Budget Summary September 2020
 - 2. Financial Statements and Supplements September 2020
 - B. ***** Approval of Paying of the Bills**
 - 1. Check Detail Report September 2020
 - 2. CPA Cover Sheet September 2020



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VII. OTHER REPORTS

- A. Report of the Friends of the Library Representative**
- B. Report of the Policy Committee**
- C. Report of the Finance Committee**
 - 1. Minutes of the May 5, 2020 Finance Committee Meeting**
- D. Report of the Building and Grounds Committee**
- E. Report of the Grayslake Library Foundation**

VIII. UNFINISHED BUSINESS

- A. Update on How to Best Serve Patrons through the COVID-19 Crisis**
 - 1. Curbside, Grab & Go, and Virtual Offerings Update**
- B. ***Approval of Appendix A: Chart of Circulation Rules, Fines, Fees and Reimbursement Rates**

IX. NEW BUSINESS

- A. ***Adoption of Ordinance 2020-5: Annual Levy**
- B. Discussion of Finance Committee's Recommendations for Implementation of Projects**
 - 1. Memo: Finance Committee's Recommendations**
- C. ***Approval of StudioGC Parking Lot Project Manager Proposal and Rider**
 - 1. StudioGC Parking Lot Project Manager Proposal**
 - 2. Rider to Architect Services for Project**
- D. ***Approval of Engagement Letter for Meristem Advisors LLC**
 - 1. Summary of Presentation: Planning and Implementing a Capital Improvement Project**
 - 2. Meristem Advisors LLC Engagement Letter**
- E. ***Ratify Unanimous Straw Poll to Include Sundays in Modified COVID-19 Hours Starting Oct. 11 and Wait on Study Rooms until Phase 5 Due to Lack of Ventilation in Enclosed Space**

X. ADJOURNMENT

***** Denotes items requiring a motion**