ELKHART **PUBLIC LIBRARY**
AGENDA

BOARD OF TRUSTEES' MEETING
Tuesday, July 21, 2020
5:30 p.m via Zoom

BOARD MEETING AGENDA

A. ROLL AND INTRODUCTION OF GUESTS

B. CONSENT AGENDA
   1. Adopt Agenda
   2. Minutes of the Last Meeting
   3. Business Manager's Report and Finances
      a. Financial Reports – June 2020
      b. Claims-to-be-paid – June/July 2020
      c. Projected Summary of Cash – July/August 2020
      d. Cash Flow & Investment Recommendation – July through September 2020
      e. Personnel Changes Report – June/July 2020

C. PRESIDENT'S BUSINESS
   1. Acting Secretary for June meeting

D. DIRECTOR'S REPORT
   1. Informational Items

E. UNFINISHED BUSINESS
   1. Library Reopening Plan
   2. 2020 Preliminary Budget Update
   3. Substance Abuse-Free Workplace Policy (second reading)

F. NEW BUSINESS
   1. Revised Job Descriptions:
      a. Administrative Clerk (tabled from March 2020 meeting)
      b. Facilities Assistant
   2. Emergency/Unplanned Closures Policy revision (first reading):
   3. Cash Accounts Resolution
   4. PLAC Report – signature only

G. Questions and Information from Board, Staff, and Guests

NEXT SCHEDULED BOARD MEETING: August 18, 2020 at 5:30 pm at the Dunlap Branch Library, 58485 County Road 13, Elkhart, Indiana 46516.

General public and interested individuals wanting to observe the Elkhart Public Library Board of Trustees meeting via videoconference are asked to contact Trevor Wendzonka, Marketing & PR Manager. Please make contact by noon on the day of the meeting to receive additional viewing information.

Contact Trevor by email: twendzonka@myepl.org or cell 574-575-2355.

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