

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 – September 2020
 - b. Claims-to-be-paid – September/October 2020
 - c. Projected Summary of Cash – October/November 2020
 - d. Cash Flow & Investment Recommendation – October through December 2020
 - e. Personnel Changes Report – September/October 2020
- C. PRESIDENT'S BUSINESS
 - 1. National Friends of Libraries Week Proclamation
- D. DIRECTOR'S REPORT
 - 1. Informational Items
 - a. *Elkhart Truth* Archives – Trevor Wendzonka, Manager of Marketing and Public Relations
- E. UNFINISHED BUSINESS
- F. NEW BUSINESS
 - 1. First Amendment to the Elkhart Public Library/Goshen Public Library ILS – Resource Sharing Consortium Agreement
 - 2. Revised Job Description: Manager of Marketing and Public Relations
 - 3. Revised Job Description: Human Resources Generalist
 - 4. Revised Job Description: Branch Supervisor
 - 5. Revised Job Description: Department Head, Extension Services
 - 6. Revised Job Description: Department Head – MLS – Technical Services
 - 7. Branch Upgrades: Design Report and Commencement of Construction Document phase
 - 8. Internet Access Policy annual review/approval
 - 9. Telecommuting Policy (first reading)
 - 10. Criminal Background Check Policies (first reading)
 - a. Hiring Policy revision
 - b. Volunteers Policy revision
 - 11. Quarterly PLAC Report (signatures only)
- G. Questions and Information from Board, Staff, and Guests

NEXT SCHEDULED BOARD MEETING: November 17, 2020 at 5:30 pm at the Downtown Library, 300 S. 2nd Street, Elkhart, Indiana 46514.

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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