

## **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 Statements – May 2022
    - b. Claims-to-be-paid –May/June 2022
    - c. Projected summary –June/July 2022
    - d. Estimated cash flow – June 2022 – August 2022
    - e. Personnel Changes Report –May/June 2022
- C. PRESIDENT'S BUSINESS
  - 1. Appoint director review committee and agree on timetable
  - 2. Board Officers Nominating Committee (elections in June for July 1 start date)
- D. DIRECTOR'S REPORT
  - 1. Computer Services Department Presentation – Diana Gill, Department Head
- E. UNFINISHED BUSINESS
  - 1. Unattended Children Policy (corrected/updated)
- F. NEW BUSINESS
  - 1. Additional Appropriation from Library Improvement Reserve fund (LIRF) for branch renovations
  - 2. Approval to dispose of existing Osolo shelving that will not be reused after renovation
  - 3. Change of date for fall in-service (October 14 instead of October 21)
  - 4. Mileage Reimbursement Policy – technical correction
  - 5. Treasurer's Bond – approval and signature of Secretary (if available from Gibson Insurance Advisors)
- G. Questions and Information from Board, Staff, and Guests

**NEXT SCHEDULED BOARD MEETING:** July 19, 2022 at 5:30 pm at the Downtown Library, 300 S, 2<sup>nd</sup> Street, Elkhart (574-522-2665).

According to EPL policy, "meetings conducted entirely in person are the expected method of conducting official business." However, this month's agenda does not include any items that would prohibit a Board member from attending the meeting electronically. (The additional appropriation does not involve a tax increase.) However, all of the following conditions must be met for a hybrid meeting to take place:

- a. At least four Trustees must be present in person at the designated location.
- b. Trustees participating via electronic communications must be both seen and heard to participate in votes.
- c. The presiding officer must take votes only by roll call.
- d. Trustees must notify the presiding officer at least 72 hours in advance of the announced meeting time if they choose to attend the meeting via electronic communications.
- e. Trustees may not attend more than two consecutive regular public Library Board meetings via electronic communications, and may not attend more than half of the Library Board's regular public meetings in a given year via electronic communications, unless the reason for attending electronically is due to military service; illness or other medical condition; death of a family member; or emergency involving actual or threatened injury to individuals or property.

General public and interested individuals wanting to observe the Elkhart Public Library Board of Trustees meeting via videoconference may contact Sam Householder, Elkhart Public Library Communications Manager, on Monday, May 16, to ask if there will be an electronic option, and if so, to receive viewing information. Contact Sam by email: [shouseholder@MyEPL.org](mailto:shouseholder@MyEPL.org) or cell 574-527-2865

To be emailed to news media on June 17, 2022