

RACINE PUBLIC LIBRARY
BOARD OF TRUSTEES
April 16, 2020 at 4:30 pm
via **Zoom**

Join Zoom Meeting

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Meeting ID: 690 609 7197

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AGENDA

SPECIAL NOTE – LIBRARY CLOSED BY ORDER OF THE GOVERNOR BEGINNING MARCH 16, 2020 DUE TO COVID-19 PANDEMIC PROTOCOL

- I. Call to Order
- II. New Business
 - a. Bylaws revision, due to COVID-19 pandemic (Enclosure 1)
- III. Public Comment – **Zoom** meeting due to COVID-19 pandemic protocol
- IV. Committee Reports
 - a. Search Committee report
- VI. New Business
 - a. Presentation by David Jakes: long range plan
 - b. New City Employee Handbook policy on emergency leave due to federal legislation in response to the COVID-19 pandemic: Families First Coronavirus Response Act

(FFCRA) and Emergency Family and Medical Leave Expansion Act (EFMLEA)
(enclosure 2)

c. Annual Report to DPI (if available)

VII. Information

- a. Library services being provided online
 - i. Programming
 - ii. Virtual reference
- b. Evaluation of Executive Director completed
- c. Project 2 (workroom) completed
- d. Project 1 (lobby) being done in small parts

V. Consent Agenda

- Affirmation of actions from canceled March 19, 2020 board meeting; approved by Executive Director on advice of City Attorney due to COVID-19 emergency, to be affirmed at next scheduled library board meeting
 - April 16, 2020, Annual Memorandum of Agreement 2020 with Lakeshores Library System presented to library board for approval (enclosure 3)
 - April 16, 2020, Summer 2020 schedule presented to library board for approval (enclosure 4)
 - April 16, 2020, new Surveillance Video policy (enclosure 5) and revised Circulation Policy (enclosure 6) presented to library board for approval.
 - April 16, 2020, new Pandemic Preparedness Plan presented to library board for approval (enclosure 7)
 - April 16, 2020, revised and further amended Employee Handbook (enclosure 8, 2 parts) presented to library board for approval.
- Minutes of the February 20, 2020 board meeting and Building & Grounds Committee meeting (enclosure 9)
- Financial Report – unavailable
- Dashboard Report – unavailable
- Personnel Report - unavailable

VI. Items for the Next Agenda

- a. Search Committee report
- b. Annual Report to DPI

VII. Next regular meeting date is May 21, 2020

VIII. Adjournment

If you have accessibility needs or need information interpreted for you, or need help accessing Zoom, please email the library director, jessica.macphail@racinelibrary.info, or call the Racine Public Library's Business Office at (262) 636-9170 at least 72 hours prior to the meeting.