

**Divernon Township Library  
Library Trustee Board Meeting  
Tuesday, July 7, 2020 6:00P.M.  
Agenda**

**I. Call to Order (6:00P.M.)**

**II. Roll Call**

**III. Recognition of Visitors, Tim Downen, Hurst-Rosche, Inc.**

**IV. Public Comment: Visitors wishing to address specific agenda items will be granted three to five minutes at the discretion of the President, not to exceed a total of twenty minutes.**

**V. Minutes of Meeting June 2, 2020**

**VI. Adoption of minutes, June 2, 2020**

**VII. Business**

**A. Finance**

**i) Treasurer's Report/Payment of Bills**

**ii) Approval of report/Payments of Bills**

**B. Discuss the architect's presentation and the purchase of a sanitary napkin receptacle, cost \$250 and removal of spigots in supply room, vote if possible**

**C. Discuss update from the July 1, 2020 preliminary visit with Mr. Spiro from the Office of the Secretary of State, II State Archives Dept. regarding the creation of a Records Retention Policy, vote if possible**

**D. Discuss Reopening plan under Phase 4 (Tabled from May)**

**E. Discuss Per Capita Grant award letter**

**F. Discuss Work Comp audit for 2019-2020 policy term**

**G. Discuss and vote on any Old Business**

**H. Executive Session**

**VIII. Librarian's Report**

**A. Curb Side service update**

**B. Monthly Patron & Materials checked out**

**C. Baker & Taylor Book Delivery**

**D. Share reactivated Interlibrary Loan requests**

**Adjournment (Next meeting Tuesday, August 4, 2020)**