

# AGENDA

Case-Halstead Public Library Board of Trustees  
550 Sixth Street, Carlyle, IL 62231

(Online Meeting per IL Executive Order 2020-07)

WEBEX PHONE AND CODE:  
1-415-655-0001 US Toll  
Access code: 126 154 9488

**Monday, January 4, 2021 – 7:00 pm**

- I. Call to Order, Roll Call, and Introduction of Guests
- II. Pledge of Allegiance
- III. Meeting Minutes—December 7, 2020
- IV. Treasurer’s Report**
  - Library Bills December 2020
  - Income/Expenditures Report
  - Income/Expenditures Year to Date Report through November
  - Bank Statements/CD Report
- V. Library Director’s Report**
  - Utility Report
  - Library Statistics
  - Covid-19 Report—Curbside Service Issues
  - Report on December events (online views)
  - YS Report
  - [Library Event Schedule online at Facebook.com/casehalstead](https://www.facebook.com/casehalstead)
- VI. Standing Committee Reports/Other Reports**
  - City Council Liaison**
  - Policies and Procedures Committee**
  - Friends of CHPL**

--Meeting Report

**VII. Public Comment**

**VIII. Old Business**

--Library Board Monthly Meeting Schedule  
--Revised Gift acknowledgement form with signature

**IX. New Business**

**X. Personnel Committee**

Closed Session (if required)

**XI. Trustee Education:**

Go to Illinois State Library page to find updated links and info:

<https://cyberdriveillinois.com/departments/library/libraries/trustee.html>

LATEST COVID INFORMATION FOR STATE OF IL:

Governor's Office: <https://coronavirus.illinois.gov/s/>

Illinois Dept. Public Health: <https://www.dph.illinois.gov/covid19/community-guidance>

Illinois Heartland Library System Covid updates:

<https://illinoisheartland.org/covid19>

**XII. Adjournment.** Next meeting **Monday, February 1, 2021** at 7pm