



# Chicago Heights Public Library

25 W. 15th Street · Chicago Heights, IL 60411 · (708)754-0323

[www.chicagoheightslibrary.org](http://www.chicagoheightslibrary.org)

## Board of Library Trustees Regular Meeting AGENDA

TUESDAY, January 26, 2021

6:00 PM

*Due to Covid-19, the Governor of the state of Illinois has determined that public bodies may meet via electronic format during the pandemic, to allow for conduct the business of the public body.  
All other Open Meetings Act rules apply during that time.*

**Zoom Link:**  
**call in #: 312-626-6799**  
**Meeting ID: 894 0222 7158**  
<https://us02web.zoom.us/j/89402227158>

### AGENDA

- I. **Call to Order; Roll Call**
- II. **Public Comments**
- III. **Approval of Minutes (ACTION on all)**
  - A. Special Meeting of November 21, 2020
  - B. Regular Meeting of December 22, 2020
  - C. Executive Session Meeting of December 22, 2020
- IV. **Correspondence**
- V. **INTERIM & New Library Director Reports**
- VI. **Financial Reports (ACTION on all)**
  - A. Income and Expense Reports: December 31, 2020
  - B. Accounts Payable: January 26, 2021 in the amount of \$62,473.24
- VII. **Unfinished Business**
  - A. Studio GC Facility Assessment Report (INFORMATIONAL)
- VIII. **New Business**
  - A. CHPL Internal Financial Controls Document (ACTION)
  - B. Authorizing Lisa Knasiak, new library director to be added as main contact and authorized user for library credit card and library petty cash bank account (ACTION)
  - C. Hiring Policy (ACTION)
- IX. **Trustee Information & General Announcements**
  - A. Trustee Development, Reports & Comments
  - B. General Announcements
- X. **Executive Session: 5 ILCS 120/2(c)(1): Personnel and/or 5 ILCS 120(c)(11) Litigation**
- XI. **Possible Action on Items Coming Out of Executive Session**
- XII. **Adjournment**

Next Regular Board Meeting Date: **Tuesday, February 23, 2021, 6:00 PM**