



**BOARD OF TRUSTEES**  
**10 S. Walnut, Manteno, IL 60950**  
**Notice/AGENDA: Regular Monthly Meeting**  
**May 19, 2020 7:00pm**

Due to the COVID-19 pandemic, the Library Building is closed to the public. Therefore, the Board Meeting will be conducted live remotely via telecommunications. Public comments and any responses will be read into the public meeting record. You may submit your public comments via email in advance of the meeting to: [information@mantenolibrary.net](mailto:information@mantenolibrary.net) Deadline for comments is 5:00pm on Monday, May 18, 2020. You may listen to the meeting by participating in a telephone conference call as follows, dial-in number: 312-626-6799 with meeting ID: 839 9159 5152, password: 338244. Participation can also be done via: <https://us02web.zoom.us/j/83991595152?pwd=MU5ZVIJyWjhacy9oWW05U0pZdTFxZz09>

This procedure is being followed pursuant to the Illinois Governor's "Executive Order" suspending certain provisions of the Illinois "Open Meetings Act"(i.e 5 ILCS 120/2.01; 5 ILCS 120/7)

- 1. Call to Order and Roll Call**
- 2. Approve permitting the meeting to occur by audio or video conference calls. (5 ILCS 120/7 (a) of the Open Meetings Act)**
- 3. Appoint Vice President & Treasurer**
- 4. Agenda Changes**
- 5. Approval of Minutes (Feb. and Special Meetings)**
- 6. Approval of Financial Report (Feb, March, April)**
- 7. Introduction of Visitors and Public Comment (3-Minutes)**
- 8. Directors Report**
- 9. Unfinished Business**
  - A. COVID-19 Procedure/Policy**
  - B. Hotspot Lending Policy/Patron Agreement Form**
- 10. New Business**
  - A. Air Condition Unit- Contactors**
  - B. Budget/Personnel Committee Report**
  - C. Disaster Plan**
  - D. Computer Equipment and Social Media Equipment**
  - E. Tech Soup Software and Hotspots**
- 11. Correspondence**
- 12. Anticipated Items**
- 13. Adjourn**
- 14. Executive Session:** For the purpose of employment, compensation, discipline, performance or dismissal of specific employees, presentation of evidence or testimony as authorized by law; purchase, lease, or sale of real or publicly owned property; and/or the discussion of previously closed minutes.
- 15. Adjournment of Executive Session**
- 16. Call to Order**
- 17. Action Resulting from Closed Session**
- 18. Adjournment**