



**PrairieCat Administrative Council
Agenda
November 5, 2021**

The Council will meet on Friday, November 5, 2021, 10 am – 12 pm
At the Freeport Public Library, 100 E. Douglas Street, Freeport, IL
In person meeting registration via L2 at <https://librarylearning.org/event/11623/register>

The council will also meet virtually due to the coronavirus pandemic in accordance with rules and procedures contained in section 7(e) of the OMA as (1) there is a state-issued disaster declaration related to public health concerns in place over all or part of the jurisdiction of the public body; (2) the head of the public body determines that an in-person meeting is not practical or prudent because of the disaster

Register for the Zoom meeting at:

<https://railslibraries.zoom.us/meeting/register/tJ0rdOqogzMiE9Oc4Vqq8kpOLxKFerwrYBsH>

PUBLIC COMMENT: Members of the public will be able to chat or speak during the virtual Zoom meeting or in person during the public comment. Public comments may be submitted via email to Carolyn.Coulter@railslibraries.info at least two hours before the meeting.

- I. Call to order, Welcome and Introductions
- II. Introduction of Visitors and Public Comments
- III. Review Agenda for Additions/Changes
- IV. Consent Agenda
 - a. Approve minutes for October 1, 2021 PrairieCat Administrative Council meeting
 - b. Approve financial report for September 2021
 - c. Approve check register
 - d. Statistical reports
- V. Membership Update
- VI. Administrative Issues
 - a. Review of final FY21 audit
 - b. Review of FY23 draft budget, membership fees, capital reserves and hosting fees in light of RAILS grant outcome
 - c. ACTION: Review and approval of Prairiecat Vaccination policy
 - d. ACTION: Approve finance to remit ecommerce fees when total reaches \$15.00
- VII. Ad Hoc Committee Updates
 - a. Resource Sharing Committee – Report and debrief from Summit 10/21/2021, next steps
 - b. Finance Committee – No report
- VIII. Review of Meeting – what worked and what didn't
- IX. Public Comments
- X. Adjournment
- XI. Next Meeting – Friday, December 3, 2021, at Pecatonica Public Library and online via Zoom