Board of Library Trustees - Meeting Agenda

November 4, 2019

4:00 PM

Hubbard Memorial Library

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Appointments

Director's Report

New Business

- Vote on minutes of 10/7/19 Trustees Meeting
- The Finance Committee has agreed to have the library host their 11/20 meeting
    - They may agree to periodically hold meetings at the library
- Strategic Plan review
    - Finance Committee Meeting presentation
    - Oral History Project
    - Collection Assessment grant funding FY 22
    - Potential Passport Acceptance facility
    - Discuss Strategic Plan action plan
- Discuss / vote on Adult volunteer (homebound delivery) language and policies
- Discuss / vote on use to Performance Evaluation document
- Discuss sick time usage and documentation
- The library received a very nice framed picture donation from Bonnie Fonseca
- A corroded 4" sprinkler pipe is being repaired
    - At the same time, the air compressor will be evaluated regarding its operating life
- Initial discussions with the Trustees to take place regarding facilities maintenance priorities

Old Business

- The parking lot addition should happen in FY 21 possibly as a capital project.

Correspondence

Adult Volunteer Policy

Homebound Delivery Questionnaire

Volunteer Application

Policy acknowledgement form

Anti-fraud / Conflict of interest policy

Anti-harassment policy

Drug free workplace policy

Workplace violence policy

Performance Evaluation document

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Executive Session

Discussion: Open

The December 2019 meeting date/time has yet to be determined.

***Not all topics listed in this notice may actually be reached for discussion. In addition, the topics listed are those which the chair reasonably expects will be discussed as of the date of this notice.**