



Board of Trustees Meeting

October 11, 2021

- I. **Call to Order**
- II. **Introductions, Quorum, and Guests**
- III. **Review and then vote on the Consent Agenda items for October, which includes the following items:**
 - a. **Board Minutes from September Meeting**
 - b. **Monthly Library Report for September**
- IV. **Review and then file for audit the Treasurer's Report (Profit & Loss Budget Performance) for September (Balance Sheet & Check Register available for informational purposes only)**
- V. **Correspondence**
 - a. Email from patron
- VI. **Library Director's Verbal Report**
- VII. **Personnel**
- VIII. **System Meeting**
- IX. **Old Business**
 - a. Fundraising Committee
 1. Fall Craft Fair Fundraiser Up-date
 - b. Staff/Volunteer Holiday Party
- X. **New Business**
 - a. Personnel Policy Revisions
 - b. Employee Handbook Revisions
 - c. Document Retention Policy Revisions
 - d. Patron Behavior Policy Revisions
 - e. Reference Service Policy Revisions
 - f. Service Policy Revisions
 - g. Vent Cleaning
 - h. School Building
- XI. **Adjournment**

Dates to Remember:

Next Meeting

Mon. November 08, 2021 at 6:30pm