



AGENDA – FY17

NORWALK EASTER PUBLIC LIBRARY Board of Trustees Meeting

Date: Monday October 10, 2016

Time: 6:30 pm

Location: Library Community Room, 1051 North Ave. Norwalk, IA 50211

Board Trustees: Judy Corcoran, President; Andrea Johnson, Treasurer; Cindy Gavin, Secretary;
Dyann Vilez, Tom Dunn, Steve Clarke, and Elizabeth Thompson

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1. Call to Order
 2. Roll Call
 3. Public Comment/Guests
 4. Presentations
 5. Review /Change of Agenda**
 6. Review of last Meetings Minutes**
 7. Pay the Bills**
 8. Treasurer's Report
 9. Director's Report:
 - a. Statistics from September 2016
 - b. Youth Services Update
 - c. Adult Services Update
 - d. Assistant Director's Update
 - e. General Library Operations Update
 10. Unfinished Business
 - a. **Tabled Items:**
 - Fundraising and Special Events Policy/Procedures
 - Discussion, Review and possible adoption of changes to Job Description for Library Director
 11. New Business
 - a. Discussion and direction on priorities for FY18 Budget and Budget proposal
 - Including Community Improvement Projects (CIP)
 - b. Quarterly Library Trustee Training (**Required for Library Accrediation**)
 - Review and Discussion of Chapters 4 and 5 of Iowa Library Services' Trustee Handbook
 - c. Policy Review
 - Discussion, Review and possible adoption of and/or changes to:

- Sex Offender Policy
- Confidentiality Policy

d. Discussion, Review and possible adoption of changes to Job Descriptions for:

- Assistant Director
- Youth Services Librarian

12. Agenda Items for Next Meeting

13. Adjournment*

The next regularly scheduled meeting will be held at 6:30 p.m. on November 14, 2016 at Norwalk Easter Public Library. The meetings are scheduled for the second Monday of each month.

** Denotes "consent agenda" items not requiring a quorum