



AGENDA – FY17

NORWALK EASTER PUBLIC LIBRARY Board of Trustees Meeting

Date: Monday September 12, 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

-
1. Call to Order
 2. Roll Call
 3. Public Comment/Guests
 4. Presentations
 - a. Collette Wait – Ultra Green Lighting
 - Information regarding additional costs and projects related to the LED Lighting project
 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 August 2016
 - b. Youth Services Update
 - c. Adult Services Update
 - d. Assistant Director’s Update
 - e. General Library Operations Update
 10. Unfinished Business
 - a. UPDATE: Discussion and possible approval of additional Ultra Green Lighting proposals
 - b. UPDATE: Board Trustee By-Laws – adjusting meeting time to 7pm from 6:30pm on 2nd Monday of each month (Tabled 8/8/16)

11. New Business

- a. Continuing Education / Accreditation Update
 - Report on Director Sealine’s attendance of the ILA’s Library Leadership Institution
- b. NEPL Foundation Report regarding the Caddy Stacks Fundraiser
- c. Discussion and possible approval of AV Community Room Improvements
 - Includes new LCD Projector, Blu-ray player, speaker/sound system, wiring, etc.
- d. Policy Review
 - Discussion, Review and possible adoption of and/or changes to:
 - Fundraising and Special Events Policy/Procedures
 - a. Seeking direction from Library Board -- No approval necessary
- e. Discussion, Review and possible adoption of changes to Job Descriptions for:
 - Library Director

12. Agenda Items for Next Meeting

13. Adjournment*

The next regularly scheduled meeting will be held at 6:30 p.m. on October 10, 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