

Edison Township Free Public Library
Board of Trustees Meeting Agenda

Date: 4/13/21

Time: 7:00 pm

Place: Virtual

1. Call to order
 - A. Salute to Flag
 - B. Open public meeting statement
 - C. Roll call – attendance

2. Approval of minutes
 - A. March 9, 2021

3. President’s Report

4. Financial reports
 - A. Presentation of 2019 Audit (Suplee Clooney/Robert Butvila)
 - B. Acceptance of 2019 Audit
 - C. Financial Reports
 - a. March Report
 - b. Trustees Account
 - D. Approval of bill list

5. Director’s Report
 - A. Discussion items
 - B. Assistant Director’s report
 - a. EPL Foundation
 - C. Other

6. Library Board Committees
 - A. Facilities (includes Bookmobile)
 - a. Approve proposal from SAGEarch to provide architectural drawings for public restroom at Clara Barton Branch
 - b. Approve proposal from SAGEarch to provide architectural drawings for state grant program (renovation/expansion of North Branch)
 - B. Finance
 - a. Approve designations of the Trustees Accounts
 - b. Approve 2021 Capital Improvements Plan
 - c. Approve moving \$50,000.00 from the Trustees Account/Operating to the Trustees Account/Capital.
 - C. Materials Review
 - D. Personnel

E. Policies & Bylaws

- a. Approve revised Board Rules of Conduct
- b. Approve Policy on Recording at Board Meetings
- c. Approve Photography in the Library Policy
- d. Approve Workplace Appearance/Dress Code Policy

F. Strategic Planning

- a. Approve contract with Library Development to lead strategic planning process

7. Unfinished Business

- A. Change date of June board meeting from Tuesday June 15 to Wednesday June 9 or Thursday June 17 (originally Tuesday June 8)

8. New Business

9. Public Comment

10. Announcements

11. Closed Session

- A. Resolution to go into closed session (if necessary)
- B. Motion to return to public session
- C. Items to be acted upon, if necessary

12. Adjournment

- A. Next Regular Meeting: Tuesday May 11, 2021