

**Edison Township Free Public  
Library Board of Trustees Meeting**

**PROPOSED AGENDA**

**December 12, 2023**

**7:00 PM**

**Council Chambers, Township Building**

**1. Call to order**

- A. Salute to Flag
- B. Open Public Meeting statement
- C. Roll Call – Attendance

**2. Approval of minutes**

- A. November 21, 2023 – Regular Session
- B. November 21, 2023 – Closed Session

**3. Resolution to move into Closed Session**

**4. President's Report**

**5. Financial Reports**

Financial Reports

- A. Period ending November 30, 2023
- B. Operating Account
- C. Capital Account
- D. North Edison Account
- E. Payroll Account
- F. Resolution to approve the Library Bill List dated, December 12, 2023

**6. Director's Report/Assistant Director's Report**

- A. Discussion Items
  - 1. Personnel Changes
  - 2. Holiday/Retirement Party, Friday, December 15, 2023 @ 6PM, Main Branch

3. Menlo Park Mall Storytimes
4. Bookmobile Delivery – January 2024
5. Self-Check Machines Upgrade – North Edison Branch
6. Museum Passes –
7. Winter Wonderland – December 9, 2023

## **7. Library Board Committees**

- A. Facilities & Bookmobile
- B. Finance
- C. Personnel
- D. Policies & Bylaws (Materials Review Subcommittee)
- E. Strategic Planning Committee

## **8. Old Business**

## **9. Public Comments**

## **10. Trustee Comments/Questions**

## **11. New Business**

- A. Resolution to update and revise the Meeting Room Policy
- B. Resolution to update and revise the Unattended Children's Policy
- C. Resolution to update and revise the Security Camera Policy

## **12. Announcements**

## **13. Adjournment**

**Next Regular Meeting: Wednesday, January 3<sup>rd</sup>, 7 PM, Location: TBA**