

DIXON PUBLIC LIBRARY
BOARD OF TRUSTEES REGULAR MEETING

* Monday, November 13th, 2017 at 5:30 p.m.

AGENDA

- 1) Call to Order
- 2) Attendance
- 3) Citizen's Comments
- 4) Trustee's Comments
- 5) Approval of Minutes from October 9th
- 6) President's Report: Glen Hughes
- 7) Library Director's Report: Antony Deter
- 8) Treasurer's Report – Approval of Trust Fund Bills and Expenditures – Action Item
- 9) Ratification of Library Invoices and Expenditures – Action Item
- 10) Reports from Standing Committees
 - i) Finance and Budget: Glen Hughes / Terry Dunphy
 - ii) Building and Grounds: Terry Dunphy / Rachel Cocar
 - iii) Personnel and Salaries: Peter Shaw / Barb Coss
 - iv) By-laws, Policies, and Procedures: Carol Linkowski / David Badger
 - v) Technology & Technology Resources: Tracey Lawton / Marcella Kitson
- 11) Unfinished Business
 - a) None.
- 12) New Business
 - a) Adopt calendar of observed holidays for 2018 - Action item.
 - b) Adopt calendar of Board meetings for 2018 - Action item.
 - c) Authorize treasurer to write check in excess of \$5,000 from trust to operating funds - Action item.
 - d) Consider and approve quotations for new phone system - Action item.
 - e) Start review of Chapters 1-5 of Trustee Fact File (Per Capita requirement).
- 13) Other business
- 14) Adjournment

***The November 13th meeting will be held in the TAD room on the lower floor at the
Dixon Public Library, 221 S Hennepin Ave., Dixon.**

The next Library Board Meeting will be held on **Monday, December 11th at 5:30 p.m.**

The Dixon Public Library is ADA compliant and the public is welcome.