CALL TO ORDER

SECRETARY’S REPORT AND APPROVAL OF MINUTES – Jane Andrews

TREASURER’S REPORT AND APPROVAL OF INVOICES AND INVESTMENTS – Jim Knoblauch

DIRECTOR’S AND PERSONNEL REPORTS – Jennifer Hess

COMMITTEE REPORTS

Finance Committee – Jim Knoblauch
- Action item: Non-resident fee for FY 2021-2022
- Action item: Reference Desk
- Next meeting: Tuesday, February 16, 3:45 p.m.

Policy Committee – Cindy Parr-Barrett
- Action Item: Revise Code 5590, Punctuality
- Action Item: Revise Codes 5340, Vacation Leave and 5330, Sick Leave; Remove Code 5345, Excessive Absences
- Action Item: Revise Codes 5220 and 3342, Organizational Charts
- Action Item: Revise Code 5880, Termination of Employment
- Action Item: Revise Code 3320, Non-resident Patrons
- Action Item: Add Code, Facilities Assistant
- Action Item: Add Code, Administrative Assistant
- Action Item: Add Code 5565: Corporate Credit Card Usage
- Action Item: Review and Update the Board of Trustees Bylaws
  - Revise Code 1160, Freedom of Information Act
  - Revise Code 1161, Freedom of Information Act—Organizational Chart
  - Revise Code 1210, Appointment to the Board
  - Revise Code 1220, Vacancies in Board Membership
  - Revise Code 1240, Powers and Responsibilities
  - Revise Code 1390, ALA Ethics Statement for Public Library Trustees
  - Revise Code 1610, Standing Committees
  - Remove Code 1645, Technology Committee
  - Discuss Code 1710, Amendments to Policies and update as needed
  - Review all other Codes
- Next meeting: Tuesday, March 9, 4:15 p.m.

Building Committee – Jim Knoblauch
- Item of information: Building update
- Next meeting: Tuesday, February 9, 4:15 p.m.
OLD BUSINESS
   Item of information: Strategic plan - review of 2020 progress
   Review and discuss documents/information for 2021 Per Capita Grant Application

NEW BUSINESS
   Item of information: Director’s Evaluation
   Item of information: Board of Trustees online training

CLOSED SESSION

ADJOURNMENT

Next Board of Trustees meeting: Tuesday, February 16, 4:00 p.m., Phase 4: Online; Phase 5:
   Second Floor Conference Room