

**Library Memorial Library
Trustee Meeting
February 18, 2015
Dearborn Redden Room
6:30 p.m.
Agenda**

- A. Call to Order**
- B. Attendance**
- C. Officer's Report**
 - a) Secretary-minutes
 - b) Chairperson
 - i) Thank you note
 - ii) Gift for Hampton child
 - c) Treasurer
- D. Reports**
 - a) Director
 - i) Financials
 - b) Public Services
 - c) Children's Services
 - d) Teen Services
 - e) Tech Services
- E. Old Business**
 - a) Personnel-
 - i) Director's Annual Evaluation
 - b) Finance-
 - i) Budget
 - c) Building
 - i) Circulation desk update
 - ii) Warrant Article update
 - d) Other
 - i) Trustee meeting schedule – November conflict
 - ii) Long Term Goals - pending
 - iii) Terrorism insurance – pending
- F. New Business**
 - a) Personnel-
 - i) Letter to patron
 - ii) Staff Evaluations
 - b) Finance-
 - i) Health insurance unexpended funds
 - ii) Annual Audit
 - c) Building
 - i) Teen area wall
 - d) Other-
- G. Friends Report**
- H. Acceptance of Donation**
- I. Summary of Decisions Made**
- J. Next Meeting-** March 18, 2015
- K. Adjournment**