

COLONA DISTRICT PUBLIC LIBRARY

Board Meeting

January 9th, 2024

6:30 p.m.

AGENDA

Mission Statement: The Colona District Public Library provides services and high interest materials in a variety of formats. This enables the district residents to obtain information to meet their personal and educational needs. Special emphasis is placed on stimulating young readers to use and enjoy the library and to provide services for students of all levels.

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|-------|---|--------------------------|-------------|
| I. | Call to Order | President | |
| II. | Recognition of Visitors | President | |
| III. | Approval of Minutes | President | Approval |
| IV. | Reports | | |
| | A. Treasurer's Report | Treasurer | Approval |
| | B. Youth Services' Report | Youth Services Assistant | Information |
| | C. Director's Report | Director | Information |
| V. | Old Business | Board | Approval |
| | A. Disaster Plan | Board | Approval |
| | B. Meeting Room Policy | | |
| VI. | New Business | | |
| | A. Employee Handbook | Director | Approval |
| | B. Long Range Planning | Director | Approval |
| | C. Continuing Education – Youth Services | Director | Approval |
| | D. TIF Surplus | Director | Information |
| | E. Prohibited Gifts | Director | Assign |
| | F. Drug Free Workplace | Director | Assign |
| | G. Group Policies | Director | Assign |
| | H. Personnel Policy | Director | Assign |
| | I. Job Descriptions | | |
| VII. | Further Business | | |
| | A. Trustee Orientation Manual (pgs 23-25) | | |
| VIII. | Adjournment | | |

Next Meeting: March 12, 2024 at 6:30pm