

Board of Trustees Regular Meeting Agenda

Thursday, September 17, 2020 @ 4:00 PM at the Conrad Public Library

0. Roll Call / Confirm Quorum
1. Call to Order
2. Public Comment
 - *Note: The Board Chair will also ask for "Public Comment" during any/all action items*
3. Approval of Minutes
 - a. August 20, 2020 Regular Meeting - ACTION
4. Reports
 - a. Financial / Budget Report
 - i. Review 2019-2020 Budget vs Actual
 - b. Library Director's Report & Statistics
 - c. Conrad Public Library Foundation Report
 - d. Friends of the Library Report
5. Old Business
 - a. Policies Review
 - i. Proposed Personnel Policy - ACTION
 - ii. Proposed Removal of Policy Revisions and Maintenance Policy - ACTION
 - iii. Determine Policies to Review at Next Meeting
 - b. Memorandum of Understanding
 - i. Proposed Memorandum of Understanding - ACTION
 - ii. Proposed Board of Trustees Interest Form - ACTION
 - iii. Submit Personnel Policy as an Amendment to City Personnel Policy Manual
 - iv. Discuss Moving Forward with City (next Council meeting on October 6th)
 - c. Strategic Planning
 - i. Discuss Action Plan Goals (1 year) & Strategic Vision (5 years)
6. New Business
 - a. Administrative Rules of Montana (ARM): Public Library Standards
 - i. Review [ARM § 10.102.1150A](#)
 - ii. Review [ARM § 10.102.1150B](#)

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7. Closed Session *if needed*

- *Note: The Board Chair may close the meeting due to a matter of privacy*

8. Future Business

- 2024-2032 Library Mill Levy
 - Determine Process/Procedures Needed for the County Tax Levy
 - Determine Timeline for the County Tax Levy

9. Upcoming Board Meeting(s)

- Board's Annual Library Tour is scheduled immediately after this meeting
- Regular Board Meeting: Thursday, October 15, 2020 @ 4:00 pm

10. Adjourn