

# Board of Trustees Regular Meeting Agenda

Thursday, June 17, 2021 @ 4:00 pm at the Conrad Public Library

*The mission of the Conrad Public Library is to provide services, spaces, and experiences that encourage literacy, inspire curiosity, and strengthen community.*

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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. May 20, 2021 Regular Meeting - **ACTION**
4. Reports
  - a. Conrad Public Library
    - i. Library Director
    - ii. Accounting/Budget
  - b. Friends of the Conrad Public Library – NO REPORT
  - c. Conrad Public Library Foundation
  - d. Pathfinder Federation – NO REPORT
  - e. Montana State Library
  - f. City of Conrad
5. Old Business
  - a. Job Descriptions
    - i. Library Director Job Description Review
    - ii. Process Submitting Updated Job Descriptions with the City
  - b. Trustee Terms
    - i. Glenda's City Re-Appointment Update
6. New Business
  - a. Define Director's Annual Performance Evaluation (job des., goals, vision, progress?)
  - b. Board's Annual Self-Evaluation Survey (results reported at Annual Orientation)

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## 7. Closed Session

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

- a. Personnel: Director's Annual Performance Evaluation (per ARM 10.102.1150E)

## 8. Future Business

- a. Election of Board Officers & Representatives (at July's meeting)
- b. Schedule Board's Annual Orientation & Library Tour
- c. 2024-2032 Library Mill Levy

## 9. Upcoming Meeting(s)

- *Note: In conjunction with MCA § 2-3-203 and our Public Participation Policy, upcoming Board meetings will be posted publicly on the Library bulletin board and website*

- a. Regular Board Meeting
  - i. Thursday, July 15, 2021 @ 4:00 pm

## 10. Adjourn