

BOARD OF TRUSTEES MEETING AGENDA

January 21, 2025
7:00 p.m.
Conference Room

The meeting will be held at 7:00 p.m. at the Library. The public is encouraged to observe the meeting online. This meeting will be streamed live online. To watch this meeting, visit our website <https://www.helenplum.org/board/live-stream>.

Public comments for this Board Meeting can be presented in person during the “Public Comment” section of the meeting. Public comment is limited to five minutes per person.

- I. Call to order
- II. Pledge of Allegiance
- III. Roll Call, recording both present and absent members
- IV. Public Comment
- V. ACTION ITEM: Adoption of the Agenda
- VI. ACTION ITEM: Approval of consent agenda items
 - a. Approval of minutes
 - i. Regular Board meeting, November 19, 2024
 - b. Approval of financial reports
 - i. Check Register dated November 30, 2024
 - ii. Cash and Investments Report dated November 30, 2024
 - iii. Revenue and Expenditures vs. Budget Report dated November 30, 2024
 - iv. Balance Sheet Previous Year Comparison as of November 30, 2024
 - v. Check Register dated December 31, 2024
 - vi. Cash and Investments Report dated December 31, 2024
 - vii. Revenue and Expenditures vs. Budget Report dated December 31, 2024
 - viii. Balance Sheet Previous Year Comparison as of December 31, 2024
- VII. Committee and Foundation Reports
 - a. Audit Committee

- b. Director Relations Committee
- c. Policy and Bylaws Committee
- d. Helen Plum Library Foundation

VIII. Unfinished Business

IX. New Business

- a. PRESENTATION: 2024 Capital Needs Assessment presented by Joe Huberty from Engberg Aderson
- b. DISCUSSION: 2024 Per Capita Grant Summary Review
- c. ACTION ITEM: Approval of updated policies
 - i. Policy P-22 Personnel and Wage Payment Records
 - ii. Policy P-27 Non-Discrimination and Anti-Harassment
- d. DISCUSSION: Rich Lo Artwork

X. Communications

- a. Donation Drives: Thank You Letters

XI. Executive Director's Report

XII. Library Activity Report

XIII. Adjournment

