

## LANSING COMMUNITY LIBRARY TRUSTEE MEETING AGENDA

Nov. 16, 2022 at 7:00 PM (In person at the Library)

- I. Call to Order and Welcome (5 min)
  - A. Additions to agenda
  - B. Approval of Oct. meeting minutes
- II. Unfinished Business (10 min)
  - Documents to Review
    1. Review committee descriptions (minor changes)
    2. Finance Policy
    3. Emergency and Disaster Management Policy (contact page updated)
- III. Friends of LCL report (5 min- Megan)
- IV. Library Director's report (10 min- Susie)
- V. Committee Reports (as needed, each 5 min.- Committee chair)
  - Personnel (Deb), Policy (Maureen), B & G (Steve), Community Outreach (Steve), Endowment (Christine), Technology (Susie), Grants (Susie)
- VI. Finance Officer's report (15 min- Christian)
  - A. Approval of October transactions
  - B. Examine current year P&L for final budget needs
- VII. New Business (15 min)
  - A. Trustee candidates
  - B. Determine LCL paid holiday schedule for 2023
  - C. Discussion of Trustee meeting schedule for 2023
- VIII. Announcements: (5 min- Deb)
  - A. Thanks to those who were able to attend the "Robert's Rules of Order" webinar
  - B. Please complete LD and Board annual review forms by Dec. 1st
  - C. Artisan Fair Fri. Dec. 2 (3:00-6:00) & Sat. Dec. 3 (10:00-4:00)
- IX. Period of Public Expression
- X. Executive Session, if needed
- XI. Adjourn

| LCL BOT Mtg dates      | LCL Friends Mtg dates   |
|------------------------|---|
| Wed. Dec. 14 at 7:00pm | Wed. Dec. 7 at 7:00pm (Annual meeting, All invited)<br><a href="#">Note this date is a change</a> |