

# Community Library of the Ozarks

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## Board of Trustees Meeting Agenda

Library Center of the Ozarks, Tech Room

January 16, 2024, 11-12:20 pm

1. **Roll Call of Trustees**
2. **Previous Meeting Minutes** [OB]
3. **Visitor Comments** (Comments are limited to 3 minutes per person with a limit of 15 minutes.)
4. **Treasurer's Report** [OB]
5. **Directors Report** Anne E McGregor, Chair
6. **Old Business**
  - a. Grant Update
  - b. Employee Policy (2<sup>nd</sup> Review)
    - i. PTO
    - ii. Conflict of Interest Agreement
    - iii. Time Clock Policy
    - iv. Request for Leave Policy
    - v. Employee Voting Policy
    - vi. Filing an Employee Complaint Policy
    - vii. Cell Phone Use
    - viii. Reimbursement for Travel Policy
    - ix. Termination Policy
  - c. Library Operations Policy (for discussion and approval)
    - i. Conflict of Interest Policy
    - ii. Donation Policy
    - iii. Film and Photography Policy
    - iv. Volunteer Policy (2<sup>nd</sup> read)
    - v. Grant Policy
    - vi. Confidentiality of 3<sup>rd</sup> party partner
7. **New Business**
  - a. Library Policy
    - i. ALA Policy on Confidentiality
    - ii. Study Room Policy
    - iii. Procurement Policy
    - iv. Disposal of Assets Policy
    - v. Service Animals Policy
    - vi. Health and Safety Policy
    - vii. Social Media
    - viii. Use of Logo
8. **Committee Report**

9. **Ad Hoc Committee Report**
  - a. Director Search
10. **Public Comments**
11. **Comments from Trustees**
12. **Next Meeting February 6, 11-12:30**