

**Library Memorial Library
Trustee Meeting
November 19, 2013
Dearborn Redden Room
6:30 p.m.
Agenda**

A. Call to Order

B. Officer's Report

- a) Secretary-approve minutes October 15 and November 5, 2013
- b) Chairperson-correspondence
- c) Treasurer-report

C. Reports

- a) Director
 - i) Financials
- b) Public Services
- c) Children's Services
- d) Teen Services
- e) Tech Services

D. Old Business

- a) Personnel
- b) Finance-
 - i) New Trust Fund
- c) Building
- d) Other-
 - i) Long Term Goals – no report
 - ii) Patron Ban - policy update
 - iii) Summer Saturdays

E. New Business

- a) Personnel
 - i) Director's Evaluation
 - ii) Employee Changes
 - iii) Veteran's Preference in Hiring
- b) Finance
 - i) Adobe offer
- c) Building
 - i) Photocopier
 - ii) Weston Theater
- d) Other-
 - i) Holiday gifts for staff
 - ii) Holiday Parade
 - iii) Trustee meeting night

F. Friends Report

G. Acceptance of Donations

H. Summary of Decisions Made

I. Next Meeting- December 17, 2013

J. Adjournment