

BOARD OF FINANCE MEETING

- A. ELECT PRESIDENT AND SECRETARY
- B. REVIEW INVESTMENT REPORT AND POLICY
- C. ADJOURN

BOARD MEETING AGENDA

- A. ROLL AND INTRODUCTION OF GUESTS
- B. CONSENT AGENDA
 - 1. Adopt Agenda
 - 2. Minutes of the Last Meeting
 - 3. Business Manager's Report and Finances
 - a. Financial Reports – December 2020
 - b. Claims-to-be-paid – December 2020/January 2021
 - c. Projected Summary of Cash – January/February 2021
 - d. Cash Flow & Investment Recommendation – January 2021 through March 2021
 - e. Personnel Changes Report – December 2020/January 2021
- C. PRESIDENT'S BUSINESS
 - 1. Thank you from Facilities Department
- D. DIRECTOR'S REPORT – Informational items
 - 1. Reference Documents for the Board Binders
 - 2. 2021 Monthly Board Meeting Agenda Items & Anticipated Policy Work in 2021
 - 3. Introduction to DynamicPolicy – Kevin J. Kilmer, Assistant Director of Branch and Technical Services
- E. UNFINISHED BUSINESS
 - 1. Employee Use of Library Technology and Resources Policy (second reading)
 - 2. Emergency Paid Sick Leave due to COVID-19 Policy (first reading)
 - 3. FMLA Leave Expansion due to COVID-19 Policy (first reading)
- F. NEW BUSINESS
 - 1. Revised Job Descriptions
 - a. Assistant Director of Branch and Technical Services
 - b. Chief Marketing Officer
 - c. Audience Development Manager
 - d. Communications Manager
 - e. Human Resource Manager
 - f. Health and Safety Coordinator
 - g. Custodians I & II
 - 2. Employee Wage Resolution/Wage Schedule Update
 - 3. Transfer to LIRF Resolution
 - 4. Budget Transfer Resolution
 - 5. Encumbrance Resolutions
 - 6. Interim Payments Resolution
 - 7. New Escrow Account Resolution
 - 8. Quarterly PLAC report
- G. Questions and Information from Board, Staff, and Guests

EXT SCHEDULED BOARD MEETING: February 16, 2021 at 5:30 pm at the Downtown Library, 300 South Second Street, Elkhart, Indiana.

Posted and Emailed to News Media on 1/14/2021