

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 – March 2021
 - b. Claims-to-be-paid – March 2021/April 2021
 - c. Projected Summary of Cash –April/May 2021
 - d. Cash Flow & Investment Recommendation – April 2021 through June 2021
 - e. Personnel Changes Report –March/April 2021
- C. PRESIDENT'S BUSINESS
 - 1. Director evaluation – committee and timetable
 - 2. Board membership reappointments
- D. DIRECTOR'S REPORT
 - 1. Updated documents for Board Reference Documents Binder
 - 2. Updated 2021 Monthly Board Meeting Agenda Items
- E. UNFINISHED BUSINESS
- F. NEW BUSINESS
 - 1. Selection of winning furniture bid for branch renovations (Zach Benedict from MKM will join the meeting for this item)
 - 2. New policy: Driver Responsibility (first reading)
 - 3. New policy: Cell Phone Stipend (first reading)
 - 4. Revised policy: Emergency Paid Sick Leave due to COVID-19 (first reading)
 - 5. Revised policy: Circulation (first reading)
 - 6. Job Description revisions:
 - a. Branch Supervisor & YPS Associate
 - b. Branch Young People's Services Librarian
 - c. Business Manager
 - d. Community Engagement Coordinator
 - e. Department Head – Computer Services
 - f. Department Head – Facilities
 - g. Department Head – Technical Services
 - h. Director
 - i. Reference Librarian
 - 7. Sale of branch snow blowers
 - 8. PLAC report (signature only)
- G. Questions and Information from Board, Staff, and Guests

NEXT SCHEDULED BOARD MEETING: May 18, 2021 at 5:30 pm at the Downtown Library, 300 South Second Street, Elkhart, Indiana.