

REGULAR 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 Statements – February 2023
 - b. Claims-to-be-paid – February/March 2023
 - c. Projected summary – March/April 2023
 - d. Estimated cash flow – March – May 2023
 - e. Personnel Changes Report – February/March 2023
- C. PRESIDENT'S BUSINESS
- D. DIRECTOR'S REPORT
 - 1. Department Report: Popular Materials
 - 2. Indiana General Assembly 2023 session
- E. UNFINISHED BUSINESS
 - 1. Library Credit Card Policy revision (second reading)
 - 2. Purchasing Policy revision (second reading)
- F. NEW BUSINESS
 - 1. Job Description revision: Assistant Director of Branch and Technical Services
 - 2. Job Description revisions: Reading Tutor and Growing Readers Coordinator
 - 3. Meeting Room Policy revisions (first reading)
 - 4. Non-Resident Library Card Fee – Resolution and Fee Schedule revision
 - 5. Elkhart Jazz Festival 2023
- G. Questions and Information from Board, Staff, and Guests

NEXT SCHEDULED BOARD MEETING: April 18, 2023 at 5:30 pm, Cleveland Branch Library, 53715 County Road 1, Elkhart.

* General public and interested individuals wanting to observe the Elkhart Public Library Board of Trustees meeting via videoconference may contact Sam Householder, Elkhart Public Library Communications Manager, on Monday, March 20 to ask if there will be an electronic option and receive viewing information. Contact Sam by email: shouseholder@MyEPL.org or cell 574-527-2865.

According to EPL policy, "meetings conducted entirely in person are the expected method of conducting official business." However, this month's agenda does not include any items that would prohibit a Board member from attending the meeting electronically, as long as all of the following conditions are met:

- a. At least four Trustees must be present in person at the designated location; and
- b. Trustees participating via electronic communications must be both seen and heard to participate in votes; and
- c. The presiding officer must take votes only by roll call; and
- d. Trustees must notify the presiding officer at least 72 hours in advance of the announced meeting time if they choose to attend the meeting via electronic communications; and
- e. Trustees may not attend more than two consecutive regular public Library Board meetings via electronic communications, and may not attend more than half of the Library Board's regular public meetings in a given year via electronic communications, unless the reason for attending electronically is due to military service; illness or other medical condition; death of a family member; or emergency involving actual or threatened injury to individuals or property.