

Lester Public Library of Arpin Meeting Agenda
8091 Cty Rd. E., Arpin, WI 54410 Mon., May 6, 2019 at 7 p.m.

Called to Order: _____

Present:

Absent:

Guests:

ACTION ITEMS

Approve April 2019 minutes

Move to accept April minutes as presented / with changes (circle one).

_____ Seconded by _____

Approve April 2019 expenses

Move to accept April expenses as presented / with changes (circle one).

_____ Seconded by _____

Approve April 2019 payroll

Move to accept April payroll as presented / with changes (circle one).

_____ Seconded by _____

Discuss/Approve: Salary Adjustment Policy

_____ Seconded by _____

Discuss/Approve: Library Director Job Description

_____ Seconded by _____

Discuss/Approve: Library Assistant Performance Appraisal

_____ Seconded by _____

Discuss/Approve: Auto-pay of Amazon Credit Card

_____ Seconded by _____

Library Director Report & Updates:

Annual Town Board Meeting Update

Summer Library Program Update

Forestry & Tree Care Workshop

VSA coming May 24th

Coffee and Garden Talk May 20th

Library Links Tech Talks May 21st & 28th

Virtual Reality Kit May 17th

Library layout update

Board Discussion:

Table of Contents – Policy Binder

Policies up for Review

- Incident Report Form
- Internet Use
- Rules for Online Safety
- Confidentiality of Patron Records
- Materials Selection and Collection Development
- Gift and Donation
- Director Evaluation Form – needs review because of updated job description and Salary Policy

Old Business:

Bylaws Update

Closing Visa & Walmart Card

Pillar Protection/Lining of Parking Lot

Electrical Wiring in Building

Building Maintenance

Motion to adjourn by _____ seconded by _____. _____ p.m.

Next meeting will be held Monday, June 3rd at 7 p.m. Meetings are open to the public.