

Kingston Community Library
Board of Trustees Agenda
November 14, 2016

Meeting Location: Kingston Community Library

- Call to Order
- Public Comment
- Secretary's Report
- Acceptance of Unanticipated Funds
 - a. Gifts of Personal Property for September - \$
 - b. Unanticipated Funds Report for September - \$
 - c. Gifts of Personal Property for October - \$
 - d. Unanticipated Funds Report for October - \$
- Treasurer's Report
- Director's Report
- Old Business
 - a. 2017 Budget
 - b. Vacation, Sick, and Bereavement Leave Policies (Ellie & Jef)
 - c. Director's Search Comm. update (Steve)
 - d. Job Description update (Scott)
 - e. Survey status
 - f. Any other Old Business
- New Business
 - a. Trustees email vote, re: Interim Director
 - b. Holidays Policy
 - c. Inclement Weather Policy (Closing Policy was amended March 14, 2016, not in updated Policy Mike distributed this summer)
 - d. Closing Policy
 - e. Credit Card Policy
 - f. Friends Holiday party for Friends, Staff, & Trustees
 - g. Any other New Business
- Public Comment

Calendar Reminders:

<u>EVENT</u>	<u>DATE/TIME</u>	<u>LOCATION</u>
Personnel Workshop-Effective Perform. Mngment. Hiring & mnging. Library personnel & basics of good Personnel Manual	Sat., Nov. 30, 10 - 1	NHMA, Concord
Bud Comm meeting December BOT meeting	Sun., Mon., Dec. 12	Town Hall KCL