

LIBRARY BOARD AGENDA

July 20, 2004

Moscow Library

5:30 p.m.

- 1) Call to order
- 2) Approval of Minutes –June 15, 2004 minutes (Tab A)
- 3) Treasurer’s Report (Tab B)
- 4) Director’s Report
 - a. Narrative (Tab C)
 - b. Use & Program reports (Tab D)
- 5) Committee Reports
- 6) Presentation
 - a. Outreach program – Betsy Bybell, Outreach Manager
- 7) Unfinished Business
 - a. Public Budget Hearing (Tab E)
 - b. Accept revised Strategic Plan (Tab F)
 - c. Update on Sirsi/ValNet
 - d. Endowment Plan (Tab G)
- 8) New Business/Information
 - a. Discussion of Friends agreement that would provide guidance on relationship between District and Friends groups. Suggest forming a task force with a representative from each Friends groups to work with director to draft an agreement.
 - b. Position description changes
 - i. Business Manager – Assistant to the Director (Tab H)
 - c. Policy review:
 - i. 1st Reading (Personnel Policies)
 1. 5.0 Separation of Employment (Tab I)
 2. 6.0 Dispute Resolution and Employee Grievance (Tab J)
 3. 7.0 Working Conditions (Tab K)
 - ii. 1st Reading (Administrative Policies)
 1. 4.10 Patron Complaints and/or Suggestions (Tab L)
 2. 5.1 Operation Hours – Holidays – Closure (Tab M)
 3. 6.1 Facility Policy and Agreements with Cities (Tab N)
 - iii. 2nd Reading (Personnel Policies)
 1. 1.0 Organization Chart (Tab O)
 2. 2.0 Basic Policies and Hiring (Definitions, Roles, Selection, Probation, Continued Employment, Conditions of Employment) (Tab P)
 3. 3.0 Salary and Compensation (Pay scale, pay day, scheduled hours, paid holidays) (Tab Q)
 4. 4.0 Annual Evaluation (Tab R)
 - iv. 2nd Reading (Administrative Policies)

1. 1.0 Mission Statement (from Strategic Plan) (Tab S)
2. 2.0 Library Bill of Rights (ALA Statement) (Tab T)
The Freedom to Read (ALA Statement) (Tab U)
Economic Barriers to Information Access (ALA Statement) (Tab U)
Access to Library Resources and Services
Regardless of gender or sexual orientation (ALA Statement) (Tab U)
3. 4.4 Confidentiality (Tab V)
4.6 Interlibrary Loan (Tab W)
4.7 Library Access (Tab X)
4.8 Public Comments (Tab Y)
4.9 Patron Challenge to Books and Materials (includes form that must be completed) (Tab Z)

10) Adjournment

Next meeting – August 17, 2004 in Moscow