

**Latah County Library District
Board of Trustees - Meeting Agenda
November 18, 2008
Moscow Library – 5:30 PM**

1. Call to Order at 5:30 PM
2. Public Comment
3. Approval of Minutes – October 21, 2008
4. Treasurer’s Report
 - a. Accept report
 - b. Accept October expenditures
5. Director’s Report
 - a. Narrative
 - b. Use & program statistics
6. Committee Reports
 - a. Personnel – No report
 - b. Finance – No report
 - c. Planning – No report
 - d. Policy – Roberts
7. Report from the Youth Services Manager
8. Unfinished Business
 - a. Policy revisions – second reading
 - Administrative policies:
 - 1.0 Mission Statement
 - 2.2 General Policies: District Computers
 - 2.3 General Policies: Children’s Internet Protection Act (CIPA)
 - 2.4 General Policies: Patron Conduct Code
 - 2.5 General Policies: Internet Use Policy
 - 2.6 General Policies: Copiers, Printers, Fax Machines
 - Personnel Policies:
 - 2.1 Basic Policies and Hiring: Definitions
 - 3.3 Salary and Compensation: Scheduled Hours
 - 3.4 Salary and Compensation: Paid Holidays
 - 8.1 Employee Benefits: Annual Leave
 - 8.2 Employee Benefits: Sick Leave
 - 8.6 Employee Benefits: Funeral Leave
 - 8.7 Employee Benefits: Jury Duty
 - 8.10 Employee Benefits: Medical Benefits
 - 8.12 Employee Benefits: Mileage Reimbursement and Travel Guidelines
 - 8.13 Employee Benefits: Idaho Library Association Membership
 - 8.16 Employee Benefits: State Retirement (PERSI)
9. New Business
 - a. LCLD Foundation presentation
 - b. May election schedule
 - c. Review of meeting agenda format
 - d. Annual report draft
10. Public Comment
11. Executive Session to discuss personnel issues, if needed
12. Adjourn

Next meeting – December 16th in the Moscow Library at 5:30 PM