

**LIBRARY BOARD AGENDA**  
**January 20, 2004**  
**Moscow Library**  
**5:30 p.m.**

- 1) Call to order
- 2) Approval of Minutes – November 18, 2003 meeting minutes .
- 3) Treasurer's Report
- 4) Approval of Bills & Payroll – Dec. 25, 2003, Jan. 10, 2004, Jan. 25 & Feb. 10, 2004
- 5) Administrator's Report (10 minutes)
- 6) Committee Reports
  - a. Clerk O'Laughlin on election process
- 7) Presentation
  - a. LiLI databases (Chris Sokol) Postponed.
- 8) Unfinished Business
  - a. Approve change in medical coverage (memo to staff attached)
  - b. Approve manager's salary grid (attached)
  - c. Approve position descriptions (set available at Board meeting)
  - d. Approve Personnel policies (attached)
  - e. Report on Foundation Grant's Committee work (January committee meeting minutes & plan developed by Ken Cohen)
- 9) New Business
  - a. Approve revised budget (attached)
    - i. Payroll data worksheet (attached) Jen moved Steve sec. approved.
  - b. Annual Report

Executive Session: Director's evaluation and determination of salary

Next meeting – February 17, 2004 in Moscow

- 10) Adjournment