

**Latah County Library District  
Board of Trustees  
Meeting Agenda  
September 13, 2005  
Troy Library – 5:30 p.m.**

1. Call to order
2. Public comment
3. Approval of minutes – August 23, 2005 (Tab A)
4. Treasurer’s Report (Tab B)
5. Director’s Report
  - a. Narrative – includes several addendum (Tab C)
  - b. Use & Program Reports (Tab D)
6. Committee Reports
  - a. Personnel – Evaluation process (reflected in revised policy)
  - b. Finance
  - c. Planning
  - d. Policy
7. Branch Supervisor’s Report – Margie Fitzmorris
8. Unfinished Business
9. New Business
  - a. Information
    - i. KJ Community Development – Lizzie Baumgartner
    - ii. Meeting in Bovill
    - iii. 100 year Moscow Library celebration
  - b. Discussion
    - i. Policy Review – Personnel – 1<sup>st</sup> Reading (Tabs E, F, G, H, I, J, K, L, M)
    - ii. Position descriptions & evaluation forms – Board of Trustees and Director (Tabs Mc, N, O, P)
    - iii. Establishment of all committee identified in By-Laws
  - c. Action
    - i. Set meeting time – 5:30 to 7:00 p.m.
    - ii. Declare vacancy with Steve Fischer’s resignation. Establish process for recruiting a replacement. Refer to the Candidate Form in Tab C.
10. Public comment
11. Executive session, if needed
12. Adjourn

Next meeting – October 18, 2005 in the Genesee Library at 5:30 p.m.