

Agenda
Harrison Township Public Library
Meeting of the Library Board

Monday 15 May 2023 6:30 pm
in the Harrison Township Board Room

*Our library is a community center for lifelong discovery –
Gather. Learn. Share. Create!*

Blake Hurley – President
Dianne Marvaso – Vice President
Carole Wolf – Treasurer
Diane Nelson – Secretary

Trustees
Linda Pillow
Nick Mordowanec

Melissa Goins, Director

- 1. Call to Order**
- 2. Roll Call**
- 3. Public Comment**
- 4. Approval of the Agenda**
 - A.*
- 5. Approval of the Minutes of 17 April 2023**
 - A.*
- 6. Friends Report**
- 7. Treasurer's Report**
 - A. Review of Financial Statement by Finance Committee
 - B. *Review of Expenses
 - C.
- 8. Committee Reports**
 - A. Bylaw & Policy Update Committee
 1. *Changes to policy MGT-01 Confidentiality Policy
 2. *Changes to policy MGT-02 Gifts and Donations Policy
 3. *Changes to policy MGT-04 Displays and Distribution of Community Materials Policy
 4. *Changes to policy MGT-07 Funds Deposit Policy
 5. *Changes to policy MGT-08 Petty Cash Policy
 6. *Changes to policy MGT-10 Credit Card Policy
 7. MGT-05 Temporary Closure Policy and MGT-09 Check Request Reimbursement Policy were reviewed without any revisions

- B. Future Planning Committee
- C. Financial Committee
 - 1. Investment Review
- D.

9. Director's Report

- A. April 2023 usage and statistics, and patron traffic tracking
- B. Library Happenings
- C. Update on small claims case against Kidon Security
- D.

10. New Business

- A. *Renee Nixon wage and benefits review
- B. *Copier lease review
- C.

11. Existing Business

- A. *HSA Contributions for full-time employees
- B. *Review of Director's Contract
- C.

12. Board Comment

- A. Trustee Training
- B.

13. Adjournment

Next Harrison Township Public Library Board Meeting
19 June 2023 at 6:30 p.m.

Submitted by: Diane Nelson, Secretary

*denotes voting item