

**Agenda**  
**Harrison Township Public Library**  
**Meeting of the Library Board**

Monday 18 December 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 20 November 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 BEN-4 Personal Time Off Policy
    2. \*Changes to policy BEN-5 Sick Leave Policy
    - 3.
  - B. Future Planning Committee
    - 1.
  - C. Financial Committee
    1. Investment Report

2. \*2023 Budget Amendments
  3. \*2024 Budget Amendments
  - 4.
- D.

**9. Director's Report**

- A. November 2023 usage and statistics, and patron traffic tracking
- B. Library Happenings
- C. 3-6-12 Month Review

**10. New Business**

- A.

**11. Existing Business**

- A.

**12. Board Comment**

- A. Trustee Training
- B.

**13. Adjournment**

Next Harrison Township Public Library Board Meeting  
**15 January 2024 at 6:30 p.m.**

Submitted by: Diane Nelson, Secretary

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\*denotes voting item