

**Daniel Boone Regional Library**  
**Board of Trustees Meeting**  
Thursday, October 12, 2017  
**6:00 p.m.**  
Friends Room  
**Callaway County Public Library**  
**710 Court Street, Fulton**

**\*\*\*NOTE LOCATION\*\*\***

**AGENDA**

1. Call to Order
2. Roll Call, Determination of Quorum, and Introduction of Staff and Visitors
3. Public Comments
4. Approval of Minutes from September 14, 2017
5. Monthly Reports – *enclosed*
  - a.) Director’s Report and Comments
  - b.) Financial Report
  - c.) Service Report
6. Committee Reports
  - ⊛ a.) Long-Range Planning Committee
    - 2018 Objectives and Tactics – *enclosed*
7. District Reports
  - ⊛ a.) Callaway County Library District
8. Old Business
  - a.) 2017 Implementation Strategies
    - 3<sup>rd</sup> Quarter Report – *enclosed*
9. New Business
  - ⊛ a.) Financial Policies – *enclosed*
    - i. Policy 2-703 (Receipts)
    - ii. Policy 2-707 (Warrants and Disbursements of Funds)
    - iii. Policy 2-709 (Payroll Processing)
    - iv. Policy 2-715 (Cell Phones)
  - ⊛ b.) HR Policies – *enclosed*
    - i. Policy 1-225 (Rest Periods)
    - ii. Policy 1-251 (Dress Code)
10. Miscellaneous
11. Public Comments
12. Staff Comments/Announcements
13. Board Comments/Announcements
14. Adjournment

***Notice to Board Members: Sandwich orders will be requested by email for this meeting. If you will not be present, please notify the Administrative Office.***

## **AMERICANS WITH DISABILITIES ACT NOTICE**

In compliance with the Americans With Disabilities Act (ADA) of 1990, the Daniel Boone Regional Library will arrange for accommodations such as sign interpretation or alternative audiovisual devices to help you participate in library programs and/or meetings or access services. We ask that you make requests for accommodations with as much lead time as possible prior to the scheduled program, service or meeting. To make arrangements, please call ADA Coordinator Melanie Henry at (573) 443-3161 or send email to help@dbrl.org.

## **POLICY FOR PUBLIC PARTICIPATION AT BOARD MEETINGS**

The public is invited to attend all meetings of the Daniel Boone Regional Library Board of Trustees except those designated as executive (closed) session.

Members of the public are welcome to address comments to the Board as set forth below:

1. Members of the public may request that an item be considered for placement on the agenda by contacting the Director of Daniel Boone Regional Library at least ten (10) days in advance of the meeting.
2. Public comment is allowed at every Regional Board, District Board or Board Committee meeting.
  - a. The item "Public Comment" is included on every agenda and is an opportunity for members of the public to speak.
  - b. When "Public Comment" is noted under a specific agenda item, comments should be limited to that specific topic.
3. Each person desiring to be heard, when recognized by the Presiding Officer, shall first state his or her name and address before commenting.
4. Public comment is limited to three (3) minutes per person unless otherwise directed by the Presiding Officer.
5. The Presiding Officer shall rule "out of order" all comments which are irrelevant, repetitious, derogatory of persons, businesses or organizations, or which include language or behavior that is unlawful.

These rules may be suspended by motion and majority vote of the Board.