

Prescott Valley Public Library Board of Trustees

7401 E. Skoog Blvd, PC Lab, 2nd floor

Tuesday, **February 12, 2019** at **9:00 a.m.**

Agenda

1. Call to Order – President
2. Roll Call – Secretary
3. Review of January 8, 2019 meeting minutes
4. Correspondence – Secretary
5. Financial Review: Budgets, Grants, Monthly Report – Robert Kieren/Joslyn Joseph
6. Management Report – Robert Kieren
 - a. **Building Improvements**
7. Friends of the Library – Liaison
8. Policy Committee – Policy Sub-committee
9. Unfinished Business
 - a. Library Trustee Handbook Discussion – Bylaw Sub-committee
 - i. **Adoption of revised Bylaws**
 - ii. **Karen Smith, Assistant Town Manager to answer questions on Bylaws**
 - b. Trustee Attendance at Public Events – President
 - c. National Trustee News Items – President
 - d. Security for the Library Building – Robert Kieren
 - e. Library Trustee Visitations to Other Libraries – President
 - f. Library Staff Appreciation – President
 - g. Library Staff Visitation/Presentation – Collection Development by Michele H.
 - h. Board of Trustee’s Training
 - i. Short Takes Video
10. New Business
 - a. Workplace Violence Policy/Procedures
 - b. Calls to the Public Discussion
11. Requests for Agenda Items for Next Month’s Meeting
12. Adjournment

Copies of Agendas and supplemental materials are available at the office of the Library Director, 7401 E. Civic Circle, 2nd Floor, Prescott Valley, Arizona.

Forms to request accommodations, pursuant to Section 405/ADA guidelines are available at the Town Manager’s Office, 7501 E. Civic Circle, Prescott Valley, Arizona. Requests must be submitted 72 hours prior to the event for which accommodation is requested.

Items for Public Discussion are limited to three to five minutes, at the Library Board President’s discretion.