

Prescott Valley Public Library Board of Trustees

7401 E. Skoog Blvd, Admin Conference Room, 2nd floor

Tuesday, **December 3, 2019** at **9:00 a.m.**

Agenda

1. Call to Order – President
2. Roll Call – Secretary
3. Review of November 5, 2019 meeting minutes
4. Correspondence – Secretary
5. Financial Review: Budgets, Grants, Monthly Report – Library Director
6. Management Report – Library Director
7. Friends of the Library – Liaison
8. Policy Committee – Policy Sub-committee
 - a. Code of Conduct
 - b. Unattended Children and Special Needs Individual Policy
9. Unfinished Business
 - a. Library Trustee Handbook Discussion
 - b. Trustee Attendance at Public Events – President
 - c. National Trustee News Items – President
 - d. Security for the Library Building – Library Director
 - e. Library Trustee Visitations to Other Libraries – President
 - f. Library Staff Appreciation – President
 - g. Library Staff Visitation/Presentation
 - i. AZLA Annual Conference Update – Jeffrey Howick, Casey Van Haren
10. New Business
 - a. 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. Skoog Blvd., 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. Skoog Blvd., 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.