

**MONROE COUNTY PUBLIC LIBRARY BOARD OF TRUSTEES MEETING**  
**Wednesday, November 20, 2019, Meeting Room 1B, 5:45 p.m.**

**AGENDA**

1. Call to Order – John Walsh, President
2. Consent Agenda – action item – Marilyn Wood
  - a. Minutes of October 16, 2019 Board Meeting (page 1-3)
  - b. Monthly Bills for Payment (page 4-20)
  - c. Monthly Financial Report (page 21-61)
  - d. Personnel Report (page 62-70)
  - e. 2019 Board Calendar (page 71)
3. Director’s Monthly Report – Marilyn Wood (page 72-83)
4. Old Business
5. New Business – action items
  - a. 2020 PERF resolution – Kyle Wickemeyer-Hardy (page 84-88)
  - b. Resolution declaring certain property surplus – Gary Lettelleir (page 89-90)
  - c. Resolution to Establish Capital Asset Threshold – Gary Lettelleir (page 91)
  - d. Capital Asset Policy – Gary Lettelleir (page 92)
  - e. Carpet Change Order – Marilyn Wood (page 93-94)
  - f. Computer Disaster Recovery Review – Marilyn Wood (confidential internal document sent separate of packet)
  - g. Meeting Room Policy – Marilyn Wood (page 95-104)
6. Update: Staff Development and Training and Pioneer Grant – Bara Swinson and Shannon Bowman-Sarkisian
7. Adjournment

View the Board Packet on the Library’s website: <https://mcpl.info/library-trustees/meetings>

**MONROE COUNTY PUBLIC LIBRARY BOARD OF TRUSTEES PUBLIC COMMENT POLICY**

The Library Board of Trustees shall have a time providing for public comment during all public meetings. Comments should be relevant to Library matters, excluding personnel issues. Individual speakers are asked to limit their remarks to three–five minutes. The chair shall be allowed to limit the time for individual speakers and to limit the total time for public comment.

Public comment time is provided for the public to express their opinions or concerns about matters over which the Board of Trustees has authority or responsibility. Comments are intended to be statements from speakers; speakers may not engage the Board in a question & answer exchange during public comments. Questions relating to Library or administrative procedures which could be addressed outside of a Library board meeting should be referred to the appropriate Library staff at other times. Expressions of opinion about these matters are appropriate for the public comment time on the agenda.

Approved by the Library Board of Trustees July 17, 2019