

D. R. Evarts Board of Trustees Meeting  
Nov 14, 2017  
Agenda

1. Attendance
2. Approval of Oct 2017 Board minutes
3. Welcome New Trustees, Oaths
4. Financials
  - a. Payment approval – monthly bills
5. Library expansion plans to address ADA compliance
  - a. Library building documentation; village board
  - b. Architect selection for feasibility/space use study
  - c. Release funds for study
6. Building Maintenance
  - a. Keys
7. Personnel
  - a. Finalize job description with priorities for Director/Manager (see attached)
  - b. Personnel Manual on hold – see current policy manual until specific updates are needed/requested
  - c. Executive session - personnel
8. Trustee liaison reports (see next page)
  - a. Friends liaison report
9. Public Input
10. Director's Report
11. Adjournment; next meeting: Tuesday, **December 12th**, 7pm

Proposed Trustee Liaisons:

- Sandy: Local businesses; e.g. Crossroads, NBC
- Leslie: Schools; “digital badge”
- Pat: Seniors – Rivertown Apts, Athens Senior Center
- Sleepy Hollow
- Katherine: Friends
- Fund-raising/grant writing
- Capital campaign
- Jim: Other non-profits: eg., Athens Cultural Center
- Churches
- Publicity