

UPPER ARLINGTON PUBLIC LIBRARY

BOARD OF TRUSTEES MEETING

December 17, 2013 5:00 p.m.

Agenda

1. Call to Order
2. Consent Agenda
 - a. Excused Absences
 - b. Approval of the Minutes of November 19, 2013 Board Meeting Page 1 - 6
 - c. Approval of the November 2013 Financial Report Page 7 - 8
 - d. Donations Resolution page 9
3. Public Comments
4. Assistant Director's Report
5. Director's Report – Chris Taylor Page 10 - 11
 - a. **RESOLUTION:** To Approve Changes to the Operations Manual (Patron Conduct) Page 12 - 15
 - b. **RESOLUTION:** To Approve Changes to the Personnel Policy Manual Page 16 - 18
 - c. Monthly Statistics Page 19
6. Operations – Development Committee Page 20 - 21
 - a. ECM Monthly Report
7. Finance Committee
 - a. Fiscal Officer's Report Page 22
 - b. **RESOLUTION:** To Approve the 2014 Permanent Appropriations Page 23 - 24
 - c. **RESOLUTION:** To Approve the 2014 Pay Ranges Page 25 - 26
 - d. **RESOLUTION:** To Approve Cost of Living Increase for 2014 Page 27
 - e. **RESOLUTION:** To Approve Creation of a General Fund Sub Fund Page 28
 - f. **RESOLUTION:** To Approve Tax Advance Page 29
8. Records Commission Report
 - a. **RESOLUTION:** To Approve Changes in the Operations Manual (Records Retention) Page 30 - 32
9. President's Report Page 33
 - a. **RESOLUTION:** To Thank Garrett K. Scanlon
10. Adjournment
ACTION: Motion to adjourn the Regular Meeting of the Library Board

Finance Committee Meeting: To Be Determined

Next Regular Board Meeting: Tuesday, January 21, 2014 5:00 p.m.