

**Agenda**  
**Board of Library Trustees**  
**January 8, 2019 at 2:00 pm**  
**Calvert Library Prince Frederick**

**Call to Order**

**Approval of Agenda**

**Approval of Minutes** of December 11, 2018 meeting

**President's Report**

**Unfinished Business**

Report from Staff Handbook committee  
Staff Salary Study  
MOU  
Annual Report

**New Business**

BOLT meeting day discussion  
Task Tracking system  
Deadline for Minutes  
BOLT Advertisement for Trustee Position

- Requirements for position
- Notification from county regarding Trustee appointment

**Director's Report**

Director's preliminary written report  
Report on payroll implementation  
FY19 Budget

**Reports**

Friends of the Library-Martha  
SMRLA -Delores  
Foundation –Kip or Carolyn

**Announcements/Other**

MD Library Legislative Day is February 5<sup>th</sup> – reception at 5:30 in the Senate Office Building.  
SoMD Delegation Reception is February 28, 2019

**Executive Sessions** – Closed to the public pursuant to Section 3-305 of the State Government Article of the Annotated Code of Maryland  
-Personnel Matter [3-305(b)(1)] Board will discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of an appointee, employee, or official over whom it has jurisdiction.

**Next Meeting** – February date to be determined at Calvert Library Prince Frederick

**Public Comment** *There is a time limit of 5 minutes per speaker. No additional minutes or allotting unused minutes to another speaker will be permitted. Advance permission is required to videotape, televise, photograph, broadcast or record meetings of the Board of Library Trustees.*