

**Agenda**  
**Board of Library Trustees**  
**August 20, 2019 at 4:00 pm**  
**Calvert Library Prince Frederick**

**Call to Order**

**Approval of Agenda**

**Approval of Minutes** of July 23, 2019 meeting

**President's Report**

**Vacation Plans – August 22-September 16**

MOA between BOCC and North Beach

MOU Update

Bylaws Committee

FY2020 Annual Budget Review

**Unfinished Business**

Attorney recommendations – Kip At Lee

Crisis Communication exercise

<b>Action Items</b>	<b>Responsible Party</b>	<b>Due Date</b>	<b>Complete?</b>
Bylaws committee report	At Lee, Crupi, Grasso	TBD	
Recommendation for Library Attorney – 3 names and rationale	At Lee	8/20/19	On August agenda
Update Smoke and Tobacco-Free Policy	Willson	8/20/19	On August agenda
Trustee Manual	At Lee	8/20/19	On August agenda
Contract with Salary Study consultant	Willson	ASAP	yes

**New Business**

Smoke and Tobacco free policy updates

Trustee Manual

Annual Report

Term Expiration

**Director's Report**

Director's preliminary written report

FY19 Budget

FY20 Budget

Strategic Planning update

Data dashboard

**Reports**

Friends of the Library- Ms. Grahame

SMRLA – Mr. Crupi

Foundation – Mr. Crupi

**Announcements/Other**

October 26, 2019 – Citizens for Maryland Libraries and Trustees Meeting – Pratt Library

**Next Meeting** – Tuesday, September 17 at 4pm at Calvert Library Fairview Branch

**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.*

**Adjournment**