

**Board of Trustees Meeting  
February 20, 2024 – 6:00 p.m.**

**AGENDA:**

**A. CALL TO ORDER**

**B. EMERGENCY EVACUATION AND HEALTH NOTIFICATION**

**C. PUBLIC COMMENT**

**D. SECRETARY'S REPORT**

- 1. Approve minutes from previous meetings.**

**E. TREASURER'S REPORT**

- 1. Balances report.**

**F. PRESIDENT'S REPORT**

- 1. Looking for additional board members.**
- 2. Review resumes for library director in executive session.**
- 3. Work on Director's annual review in executive session.**

**G. FOL REPORT**

- 1. Report on current activities.**

## **H. DIRECTOR'S REPORT**

- 1. Progress on Strategic Plan.**
- 2. Reconsider COVID policy.**
- 3. Possibly give some staff members credit cards.**

## **I. NEW BUSINESS**

- 1. Work on updating By-Laws.**

## **J. OLD BUSINESS**

- 1. Citizens Credit Card – no relationship manager. We need to add at least one. Link accounts.**
- 2. SIMPLE IRA.**

**K. EXECUTIVE SESSION– If necessary, to consider and act upon such matters as may be considered at a meeting closed to the public pursuant to the Open Meetings Law.**

## **L. SCHEDULE NEXT MEETING AND ADJOURN**

**"The public is welcome to any meeting of the Board of Trustees. If communication assistance (readers/interpreters/captions) or any other accommodation to ensure equal participation is needed, please contact the Smithfield Town Manager's Office at 401-233-1010 at least forty-eight (48) hours prior to the meeting." \*\*NOTE – The Board will not be meeting in July and August.**