

BOARD OF TRUSTEES  
East Lyme Public Library  
39 Society Road  
July 8, 2019 Monday evening  
6:15p.m. Light dinner and refreshments  
East Lyme Room

ANNUAL MEETING AGENDA, 7:00 P.M.

1. Call to Order
2. Delegations from the Public – Lydia Main citation
3. Secretary’s Minutes of the previous Annual Meeting, July 9, 2018, enclosed
4. Treasurer’s Annual Report cumulative through June 30, 2019, enclosed
5. Director’s State of the Library 2019 report and plan for implementation of strategic plan and goals for FY20
6. Departing Board members
6. Nominating Committee – *elect new members, renew members and elect officers for FY20*
7. Other
  - a. Set date for next year’s annual meeting (July 13, 2020 is second Monday in July)

BI-MONTHLY REGULAR MEETING AGENDA, approximately 7:30P.M.

1. Call to Order
2. Secretary’s Minutes of the previous meeting (May 6, 2019), enclosed
3. Treasurer’s report covered in Annual Meeting
4. President’s Update
5. Director’s Report, enclosed
6. Committee Reports
  - a. Administrative/policy:
  - b. Personnel: *employee handbook update*
  - c. Public Relations:
  - d. Nominating: covered in annual meeting
  - e. Budget: *FY20 Budget final*
  - f. Publications Committee: *update*
  - g. Strategic Planning Committee: covered in annual meeting
7. Old Business:
8. New Business:
  - a. sick time policy update
  - b. short term leave possibility for Director in case of relocation
9. Adjournment

FILED

July 1 20 19 AT 9:00 AM/PM  
Karen Yehlm  
EAST LYME TOWN CLERK

Date of next meeting: **Monday, September 16, 2019, 7:00p.m.** – note date carefully (meeting on 3<sup>rd</sup> Monday, the 1<sup>st</sup> Monday of the month is Labor Day)