



# East Smithfield Public Library

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## Board of Trustees Meeting September 19, 2023 – 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. Work on future management plan.
  - 2. Update on legal matter in executive session.
  - 3. Sign update.
- G. FOL REPORT
  - 1. Report on current activities.
- H. DIRECTOR'S REPORT
  - 1. Progress on Strategic Plan.

- 2. Citizens Credit Card – no relationship manager. We need to add at least one.**
- 3. Need to hire circulation desk staff member to cover hours reduced by another circulation desk staff member.**
- 4. Big Brothers, Big Sisters clothing drive raised \$82.00.**

**I. NEW BUSINESS**

- 1. Date for combined board, staff, Friends get together.**
- 2. Ideas for increased cooperation with Greenville Library.**

**J. OLD BUSINESS**

- 1. Consider and possible vote on SIMPLE IRA for staff.**
- 2. Discussion and possible vote on changing library hours.**

**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.**