



East Smithfield Public Library

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Board of Trustees Meeting October 17, 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. Link accounts. Move one account.**
- 3. Two new oil tanks installed in town side of basement.**
- 4. Basement cleanup.**
- 5. New Hours, starting February. Monday – Thursday 9:30 am- 8 pm, Friday 9:30 am – 6:30 pm, Saturday 10:00 am – 3 pm.**
- 6. Pass around auditor report.**
- 7. Participation in All Lit Up Parade Sat., Dec 2, 3:30 pm check in time for 4:00 pm parade.**

I. NEW BUSINESS

- 1. Date for combined board, staff, Friends get together.
Wednesday, Nov. 1 or 8, 6:00, 6:30 or 7:00 pm better for you?**

J. OLD BUSINESS

- 1. Consider and vote on changes to Personnel Policy.**

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.**