



**Thomas Ford Memorial Library
Board of Trustees Agenda
August 21, 2012**

The meeting will be held at 7:00 p.m. in the small conference room at the Library west of the elevator.

1. Minutes* of the July 24, 2012 meeting Attachment #1
2. Treasurer's Report *for July 2012 Attachment #2
3. Librarian's Report Attachment #3
4. Visitors
5. Communications
6. Committees:
 - Finance:
 - Building and Grounds: Minutes from meeting of 7/24/12 Attachment #4A
 - Update on ridge tile work/chimney, etc.- Milano Attachment #4B
 - Transfer of money from Capital Reserve*
 - Personnel: Bethany's resignation
 - Staff bonus program Attachment #5
 - Goals/Marketing: Patron feedback forums
 - Technology: Teen Computer Policy Attachment #6
 - Finance, Personnel, Goals/ PR and Marketing- *coordinate member input for goals prior to Planning Meeting*
7. New Business
 - Patron convenience: summer hours?
 - Confirmation of September 15th as date for Planning Meeting
 - Document Retention policy update
8. Old Business
 - Group Visits Policy revision Attachment #7
 - Volunteer Policy* revision Attachment #8

**indicates a motion is required*

September Board Action

- **Begin work on FY13 budget (Finance Committee)**
- **Schedule "Coffee with the Trustees"**
- **Review Per Capita Grant application (due at the Illinois State Library on 10/15/12)**
- **Review of Prohibited Gifts Policy**
- **Discuss institutional barriers that limit excellence**