

# Agenda

Highland City Library Board  
Wednesday, November 16, 2011 7:00PM

Highland City Hall, Multipurpose Room A&B  
5400 W. Civic Center Drive, Highland, Utah

1. Call to order - Andrea Fuller, Chair
  - a. Welcome to new YAC liaison
2. Public comment, correspondence, etc.
3. Approval of minutes
  - a. September 2011
4. Liaison Reports
  - a. Youth Advisory Committee - Rebekah Cutler
  - b. Friends of the Library - Blythe Shupe & Dee Whitlark
5. Chair's Report - Andrea Fuller
  - a. Open Meetings Training - Gina Peterson, City Recorder
  - b. set annual meeting dates
  - c. set holiday closed dates for 2012
6. Library Director Report - Kent Slade
  - a. Financial report
  - b. NUCLC Update
  - c. Update on expansion project
  - d. Update on Certification status
    - need some statement on public relations efforts
  - e. Monthly Reports – September, October
  - f. Discussion and approval of Exhibits, Posted and Distributed Materials Policy
  - g. Distribute updated circulation policy as approved in September
  - h. Donations Policy
  - i. Library Management Plan
    - combines Technology Plan, Long Range Plan, and Collection Management Plan
  - j. Calendar items - January
    - \*NUCLC Update
    - \*update on Expansion Project
    - \*update on Certification status
    - \*2013-2013 budget discussion
    - \*Approval of revised Donations Policy
    - \*Foundation meeting (financial report, election of officers)

Adjournment

Next meeting: January 25, 2012 7:00 pm

THE PUBLIC IS INVITED TO ATTEND ALL PUBLIC MEETINGS.

If you need a special accommodation to attend the Library Board Meetings,  
please call the City Recorder's Office at least 3 working days prior to the meeting at 772-4506