

# Agenda

Highland City Library Board

Wednesday, March 27, 2013 7:00PM

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

1. Call to order - Andrea Fuller, Chair
2. Public comment, correspondence, etc.
3. Approval of minutes - January 23, 2013
4. Liaison Reports
  - a. Youth Advisory Committee -
  - b. Friends of the Library - Blythe Shupe & Dee Whitlark
    - i. possible new President of Friends of Library
5. Chair's Report - Andrea Fuller
6. Committee Reports
  - a. Personnel (Andrea, Tiffany)
    - i. Staff changes
  - b. Finance (Richard, Scott, Janeen)
    - i. Financial report
    - ii. 2013-2014 budget update
  - c. Customer Service (Blythe, Cindy)
    - i. Follow up on customer service initiatives undertaken
  - d. Public Relations (Marlene, Kathy)
7. Library Director Report - Kent Slade
  - a. Monthly Reports - January, February
  - b. Discussion and Approval of Special Collections and Manuscript Archive Collection Policy
  - c. Discussion and Approval of Collection Development Policy
  - d. Report on Midwinter Conference, upcoming Utah Library Association Conference
  - e. approval of expenditures from CLEF grant
8. Adjournment

Next meeting: May 22, 2013 7:00 pm

Agenda is posted in the Highland City Library 48 hours prior to the meeting, posted online on library and city meeting website at <http://www.highlandcity.org/Archive.aspx?AMID=58&Type=Recent> and on Utah Public Notice website at <http://www.utah.gov/pmn/index.html>.

The Public is invited to attend all public meetings. if you need special accommodation to attend Library Board meetings, please contact the Library Director at 801-772-4528 or at [kslade@highlandcity.org](mailto:kslade@highlandcity.org).