

PARCHMENT COMMUNITY LIBRARY
401 S. Riverview Drive, Parchment, MI 49004

AGENDA
BOARD OF TRUSTEES MEETING
January 28, 2025

- Item 1.** Call to order
- Item 2.** Roll call
- Item 3.** Approval of agenda
- Item 4.** Acknowledgment of guests
- Item 5.** Reading and approval of minutes*
- Item 6.** Financial report*
- Item 7.** Public comment**
- Item 8.** Director's report*
- Item 9.** Statistical report*
- Item 10.** Communications
- Item 11.** Strategic Planning
- Item 12.** Committee reports

Unfinished business

- Item 13.** Technology Updates*

New business

- Item 14.** Annual Organizational Meeting
 - a. Election of Board Officers
 - b. Appointment of Committees
 - c. Selection of Financial Institutions
 - d. Financial Reconciliations Review Schedule
 - e. Conflict of Interest Statements
- Item 15.** Board comments
- Item 16.** Public comment**
- Item 17.** Adjournment

**Items marked with an asterisk (*) will have accompanying documentation in the board packet. Each document will be marked with the Item number (i.e. Item 4), followed by subheadings a, b, c, etc. as necessary.*

*** Public comment is encouraged at all Board Meetings. These comments are limited to three (3) minutes per person. SEE: Public Comment Policy at parchmentlibrary.org/board-of-trustees/#policies*

*The Parchment Community Library will provide necessary reasonable auxiliary aids and services during and after the voice conference, such as closed captioning for the hearing impaired or a transcription of the meeting **upon five (5) days' notice to the Library Director**. Individuals with disabilities requiring such services should contact the Library Director by sending an email to jwillard@parchmentlibrary.org, or by leaving a voicemail at (269) 343-7747, x203.*