

**BOARD OF TRUSTEES
PUBLIC LIBRARY ASSOCIATION OF ANNAPOLIS
AND ANNE ARUNDEL COUNTY, INC.**

AGENDA

**Mountain Road Community Library
October 20, 2016**

- 4:00 Formal Statement Regarding Closed Meeting - Mr. Roland
- 4:05 Minutes
- 4:10 Treasurer's Report - Mr. Birge
- 4:15 Chief Executive Officer's Report - Mr. Auld
Public Services and Branch Management Report - Ms. Hollerbach
Human Resources Report - Ms. Bowen
Support Services Report - Mr. Rodela
Marketing and Communications Report - Ms. Feldmann
Foundation Report - Ms. Bartholomee
ANNCAP Report - Ms. Beck
Governance Committee - Ms. Smith
Budget Committee - Mr. Birge
- 4:40 Old Business
- Records Retention and Disposal Schedule - Mr. Auld
 - Alcohol at Foundation and Staff Retirement Events - Mr. Auld
 - Updated Print-Copy-Scan-Fax Policy - Mr. Rodela
 - Purchasing Policy - Mr. Sedmak
 - Petty Cash Policy - Mr. Sedmak
- 4:55 New Business
- Deferred Compensation Plan Document Revision - Mr. Sedmak
 - Position Reclassification and Salary Scale - Ms. Bowen
 - General Staff Meeting, 2017 - Ms. Bowen
 - Capital Projects, FY 2018 - Mr. Auld

Dates to Remember:

Trustees and Citizens for Maryland Libraries Annual Meeting
10:00 a.m. to 3:00 p.m., Saturday, October 22, 2016
Gaithersburg Branch of Montgomery County Libraries
18330 Montgomery Village Avenue,
Gaithersburg, MD 20879

Next Board of Trustees Meeting
4:00 p.m., Thursday, November 17, 2016
Library Headquarters