## STILLWATER PUBLIC LIBRARY BOARD OF TRUSTEES

Annual Meeting Agenda Tuesday, January 14, 2020

#### **Conference Room**

1.	Call to Order	
2.	Adoption of the Agenda	A+
3.	In-Person Public Commentary  This portion of the meeting is an opportunity to address Trustees on subjects that are not part of the meeting agenda. The Board may take action or reply at the time of the statement or may give direction to staff based on the comments expressed. Please limit your comments to 5 minutes or less.	
4.	Adoption of Minutes of 2019 Annual Meeting	A+
5.	Election of Officers	I+
6.	2020 Committee Assignments	I+
7.	Public Commentary and Communications	
8.	Adjournment	

# STILLWATER PUBLIC LIBRARY BOARD OF TRUSTEES ANNUAL MEETING January 8, 2019

#### Minutes

PRESENT: Bell, Carlsen, Cox, Hemer, Hollatz, Howe, Keliher, Lockyear, Richie

**ABSENT:** 

STAFF: Troendle, Goeltl

#### **AGENDA ITEM 1: Call to Order**

Meeting called to order at 9:20 pm by Keliher, President.

#### **AGENDA ITEM 2: Adoption of Agenda**

Motion to adopt agenda. Lockyear moved. Bell Second. Yes: Bell, Carlsen, Cox, Hemer, Hollatz, Howe, Keliher, Lockyear, Richie.

#### **AGENDA ITEM 3: In-Person Public Commentary**

None.

#### **AGENDA ITEM 4: Adoption of Minutes of 2018 Annual Meeting**

Motion to adopt minutes. Hemer moved. Richie second. Yes: Bell, Carlsen, Cox, Hemer, Hollatz, Howe, Keliher, Lockyear, Richie.

#### AGENDA ITEM 5: Election of 2019-2020 Officers

Keliher presented the slate of officer candidates as recommended by the nominating committee:

• Chair: Maureen Bell

Vice-Chair: Pat Lockyear

• Secretary/Treasurer: Mary Richie

Motion to approve officers recommended by nominating committee. Hemer moved. Hollatz second. Yes: Bell, Carlsen, Cox, Hemer, Hollatz, Howe, Keliher, Lockyear, Richie.

#### **AGENDA ITEM 6: 2019 Committee Assignments**

Board discussed 2019 committee assignments. Initial consensus was to leave existing committees as they are and to consider the creation of a nominating committee.

Board discussed reviewing job descriptions of the standing committees, and Lockyear suggested using the form provided by Propel.

Richie noted that she is interested in stepping down from the Foundation board. She requested that the board consider having a trustee continue to serve as a liaison to the Foundation. Richie will continue working with the Foundation over the next few months to help with the strategic planning and leadership discussions.

Note: The notation MSP is used in instances of unanimous approval of a motion. In the event of division, the vote of each trustee voting will be recorded.

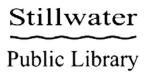
# STILLWATER PUBLIC LIBRARY BOARD OF TRUSTEES ANNUAL MEETING January 8, 2019

#### **Minutes**

**AGENDA ITEM 7: Public Commentary and Communications** None.

**AGENDA ITEM 8: Adjournment** Adjourned at 9:26 pm.

Note: The notation MSP is used in instances of unanimous approval of a motion. In the event of division, the vote of each trustee voting will be recorded.



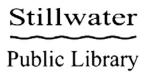
## **Agenda Item Cover Sheet**

BOARD MEETING DATE: January 14, 2020

Agenda Item: 5

### **Agenda Items Details**

AGENDA ITEM NAME & BRIEF DESCRIPTION:				
Election of Officers				
OWNER:	PRESENTER:			
Bell, President	Bell, President			
REQUESTED AGENDA TYPE (A, I, D):	IS THIS A POLICY OR SIMILAR DOCUMENT FOR APPROVAL?			
1				
•	IF YES, NOTE STATUS – 1st READ, 2nd READ/FINAL APPROVAL:			
IF ACTION ITEM, PLEASE DESCRIBE REQUESTED ACTION:				
ACTION TEM, TELASE DESCRIBE REQUESTED ACTION.				
BACKGROUND/CONTEXT:				
Officers are elected for two-year terms. The curren	at officers will serve the second year of their terms			
•	•			
in 2020. An election will be held at the next annua	i meeting in January 2021.			
ATTACHMENTS/SUPPLEMENTARY DOCUMENTS:				
PREVIOUS ACTION ON ITEM:				
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REVIEWED BY COMMITTEE?:				



## **Agenda Item Cover Sheet**

BOARD MEETING DATE: January 14, 2020

Agenda Item: 6

### **Agenda Items Details**

AGENDA ITEM NAME & BRIEF DESCRIPTION:  2020 Committee Assignments				
OWNER:	PRESENTER:			
Bell, President	Bell, President			
REQUESTED AGENDA TYPE (A, I, D):	IS THIS A POLICY OR SIMILAR DOCUMENT FOR APPROVAL?			
1				
	IF YES, NOTE STATUS – 1st READ, 2nd READ/FINAL APPROVAL:			
IF ACTION ITEM, PLEASE DESCRIBE REQUESTED ACTION:				
BACKGROUND/CONTEXT:				
Committee assignments are made annually by the board president.				
committee assignments are made annually by the board president.				
2020 Committee Rosters:				
Board Governance: Bell, Howe, Keliher, Troendle				
Executive: Bell, Lockyear, Richie, Troendle				
Facilities: Carlsen, Cox, Lockyear, Troendle				
Finance: Hemer, Hollatz, Richie, Troendle				
2020 Task Forces:				
Board Self-Assessment: Cox, Hollatz, Howe				
Board Self-Assessment. Cox, Hollatz, Howe				
ATTACHMENTS/SUPPLEMENTARY DOCUMENTS:				
PREVIOUS ACTION ON ITEM:				
REVIEWED BY COMMITTEE?:				