

D R A F T

Edison Township Free Public Library

Board of Trustees Meeting Agenda

Date: February 8, 2012 **Time:** 4:30 pm **Place:** Main Library
340 Plainfield Ave.

1. **Call to order**
 - A. Open public meeting statement
2. **Approval of minutes of previous meeting**
3. **Financial reports**
 - A. Trustee account report
 - B. Approval of expenditures
 - C. Review of encumbrances
 - D. Obsolete items (see attached)
4. **Director's report**
 - A. Splits formula
 - B. Computer and software purchase
 - C. Reorganization ML Jr. Dept. workspace
 - D. Foundation tea
5. **Buildings and grounds**
 - A. CB repairs
6. **Unfinished business**
 - A. Excessive absenteeism policy
Excessive tardiness policy
7. **New Business**
 - A. CB weeding and shelf project
8. **Public comments**
9. **Personnel (closed session)**
10. **Announcements**
 - A. Next meeting: March 14, 2012
11. **Adjournment**