



Mid-Hudson Library System

103 Market Street, Poughkeepsie, New York 12601 | tel 845.471.6060 | fax 845.454.5940 | <http://midhudson.org>
Tom Sloan, Executive Director

Orientation for New Board Members

Saturday, March 22 (2 Hours Following Board Meeting - Light Lunch Served)

1. Working Lunch (30 minutes)
 - a. Orientation Overview – Tom
 - i. Four groups of Trustees
 1. Group 1 – Auditorium
 2. Group 2 – Conference Room
 3. Group 3 – Executive Director's Office
 4. Group 4 – Library (2nd Floor)
 - ii. Four facilitators will move to each group
 - iii. Facilitators will provide overview of topics followed by Q&A
 - b. MHLS Web Site Overview - Merribeth
 - c. Exciting Activities in Libraries - Rebekkah
2. Concurrent Breakout Sessions (20 minutes each)
 - a. What exactly does MHLS do? - Merribeth - Information Packet
 - i. MHLS History
 - ii. Plan of Services & Progress Report
 - iii. MHLS Staff Roles and Duties
 - b. How does the MHLS Board operate? - Tom - Information Packet
 - i. Organization
 - ii. Roles and Goals
 - iii. Meetings
 - c. What are the fiscal documents the Board regularly reviews? - Linda - Information Packet
 - i. 2014 Budget
 - ii. Monthly Financial Report
 - iii. Warrants (Handout at meeting)
 - d. What are MHLS key operational relationships? - Rebekkah - Information Packet
 - i. Member Libraries
 - ii. State of New York
 - iii. Central Library
3. Closing Sessions (10 minutes) - Auditorium (cookies & coffee)
 - a. Evaluation - Merribeth
 - b. Closing Remarks – Skip
4. Tour of MHLS Office Building (optional)