

Annual Board Tasks

January:

- Oaths of Office
- Sign Conflict of Interest Disclosure Forms
- Sign Ethics Policy
- Approve Salary Schedule
- Confirm Banking Institution
- Communication with all member libraries regarding Board-to-Board Visits

March:

- Review/Approval Variance Requests (if applicable)
- Review/Approval of System's Annual Report to the State
- Advance Bylaw Amendments (if applicable)
- Orientation for New Trustees

May:

- Review/Approval of Central Library Program Expenditures from Previous Year
- Review/Approval of Central Library Program Expenditure Plan for Coming Year
- Board Self-Evaluation

July:

- Independent Audit Report Received
- Officer Nomination(s) to the Chair of the Nominations & Elections Committee

August: Executive Director Evaluation

September:

- Mid-Year Budget Adjustments
- Recommendations for State Aid for Library Construction Program Awards
- Sexual Harassment Prevention Training

October: Annual Membership Meeting/Election of New Trustees

December:

- Officer Election
- Budget Approval