



1580 Georgetown Rd.  
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Northeast Ohio  
Regional  
Library System

**BOARD OF TRUSTEES**  
**TUESDAY, MAY 16, 2017, 11:00 A.M.**

**CHERYL KUONEN, PRESIDENT**  
**JIM WILKINS, VICE PRESIDENT/PRESIDENT-ELECT**  
**JANE CARLE, SECRETARY**

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Our Values – Collaborative, Professional, Proactive  
Our Vision – To be the catalyst for maximizing library potential.  
Our Mission – To empower the Northeast Ohio library community through high-quality staff development and dynamic collaborative opportunities.

***MEETING AGENDA***

- I. Call to Order
  - a. Roll Call
  - b. Introduction of Guests
  - c. Approval of Agenda\*
- II. Approval of March 15, 2016 Minutes (Enclosure 1)\*
- III. Correspondence
- IV. Reports
  - Financials (Enclosure 2)\*
  - SLIS Intern – Dwight Meyer (Enclosure 3-4)
  - Executive Director (Enclosure 5)
  - Continuing Education (Enclosure 6)
  - Youth Services (Enclosure 7)
  - Emerging Technologies (Enclosure 8)
  - Board Officers
  - Committee Chairs
    - i. Personnel Committee

1. Employee Handbook Update Resolution 2017-22 (Enclosure 9)\*
2. Job Descriptions Update 2017-23 (Enclosure 10)\*
- ii. Finance Committee
  1. Organizational Member Discounts Resolution 2017-24 (Enclosure 11)\*
  2. Estimates of Revenue Resolution 2017-25 (Enclosure 12)\*
  3. Appropriations Resolution 2017-26 (Enclosure 13)\*
  4. Credit Card Policy Update 2017-27 (Enclosure 14)\*
- iii. Records Commission
  1. Records to be Disposed Resolution 2017-28 (Enclosure 15)\*
- iv. Nominating Committee
  - Board President
    - i. Board nominations/elections update
    - ii. Resolutions 2017-29 thru 2017-34 (Enclosure 16-21)\*
  - Advocacy Reports

V. Old Business

VI. New Business

- End of Year Transfers Resolution 2017-35 (Enclosure 22)\*
- Update on State-Wide Combined Conference
- Discussion on White Papers for PR/Marketing
- Discussion on White Papers for Grant Writing/Review

VII. Items Too Late For the Agenda

VIII. Public Comments

IX. Upcoming Meetings

**BOARD OF TRUSTEES MEETING**  
Tuesday, July 18, 2017, **9:00 a.m.**  
1580 Georgetown Rd., Hudson OH 44236

X. Adjournment