

**MATTITUCK-LAUREL LIBRARY  
BOARD OF TRUSTEES MONTHLY MEETING  
DRAFT AGENDA**

**MEETING DATE: Monday December 18, 2023**

**MEETING TIME: 6:00 PM**

- I. Call to Order**
- II. Pledge of Allegiance**
- III. Approval of the Agenda**
- IV. Review and Approval of the Minutes of November 13, 2023 Regular Board Meeting**
- V. Period of Public Expression**
- VI. Approval of Treasurer's Report**
- VII. Approval of Personnel Report**
- VIII. Director's Report**
- IX. President's Remarks**
- X. Committee Reports**
  - A. Personnel / Policy
  - B. Building / Grounds & Long-Range Planning
- XI. Old Business**
- XII. New Business**
  - A. Approve longevity benefit
  - B. Approve revisions to staff handbook (PTO payouts, holidays, overtime)
  - C. Approve social media policy
- XIII. Executive Session**
- XIV. Adjournment**

**Next Meeting – January 8, 2024**