

COMSEWOGUE PUBLIC LIBRARY  
BOARD OF TRUSTEES  
REGULAR MEETING  
MARCH 16, 2021

A G E N D A

- A. CALL TO ORDER
- B. PLEDGE OF ALLEGIANCE
- C. APPROVAL OF MINUTES
- D. CORRESPONDENCE
- E. DIRECTOR'S REPORT
  - 1. DIRECTOR'S REPORT
  - 2. OTHER
- F. PERIOD FOR PUBLIC EXPRESSION
- G. FINANCIAL REPORTS
- H. APPROVAL OF BILLS
- I. REVIEW OF PAYROLL AND PAYROLL WARRANTS – 2/18/2021 & 3/4/2021
- J. REPORTS FROM STANDING COMMITTEES
- K. OLD BUSINESS
  - 1. ANNUAL BUDGET VOTE AND TRUSTEE ELECTION 2021/22 – APPOINTMENT OF ELECTION WORKERS
  - 2. OTHER
- L. NEW BUSINESS
  - 1. 2020 NYS ANNUAL REPORT FOR PUBLIC & ASSOCIATION LIBRARIES – REVIEW & ACCEPTANCE
  - 2. PROPOSED POLICIES/PROPOSED POLICY REVISIONS
    - a. COLLECTION DEVELOPMENT POLICY
    - b. CONFIDENTIALITY OF LIBRARY RECORDS POLICY
    - c. MEMBERSHIP & CIRCULATION POLICY
    - d. PROCUREMENT POLICY
  - 3. POLICY REVIEW:
    - a. EMAIL ACCEPTABLE USE POLICY
    - b. INFORMATION SECURITY BREACH NOTIFICATION POLICY
    - c. UNATTENDED CHILDREN POLICY
    - d. UNATTENDED VULNERABLE ADULT POLICY
    - e. WHISTLEBLOWER POLICY (DISCLOSURE OF WRONGFUL CONDUCT)
    - f. WORKER'S COMPENSATION POLICY
  - 4. DATES OF UPCOMING REGULAR BOARD MEETINGS
  - 5. OTHER
- M. PERIOD FOR PUBLIC EXPRESSION
- N. EXECUTIVE SESSION (If needed)
- O. ADJOURNMENT