**Livonia Public Library Board of Trustees**

**Meeting Agenda**

Date: Tuesday, January 14, 2025

Time: 7:00 – 8:30 PM

Location: Patterson Meeting Room

| **Topic** | **Time Allotted** |
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| **Meeting begins** | 7:00 PM |
| **Approval of December 10th Meeting Minutes** | 5 minutes |
| **Bills** | 5 minutes |
| **Treasurer’s Report (Brian)** | 5 minutes |
| **Director Report (Shamika)** | 15 minutes |
| **Friends Report (Sally)** | 10 minutes |
| **Old Business**   * Director Evaluation | 15 minutes |
| **New Business**   * 2025 Proposed Holiday Schedule * Reserve Fund Establishment * Resolution to create a reserve fund * Reserve Fund Policy review * Transfer money into the created reserve funds | 30 minutes |
| **Committee Updates**   * Budget (Brian, Liz, Mary) * Building and Grounds (Rick, Brian) * Personnel (Christine, Liz, Tammy) * Policy (Christine, Denise, Cori) * Publicity (Christine) | 5 minutes |
| **Adjournment** | 8:30 PM |

*Note: additional meeting materials are available upon request.*

**Next Board Meeting:** February 11th, 2025 at 7:00 PM

***Board of Trustees Annual Meeting following Adjournment***

***of January 14th, 2025 meeting***

Date: Tuesday, January 14, 2025

Time: 8:30 –9:00 PM

Location: Patterson Meeting Room

1. Minutes of the January 16th, 2024 Annual Meeting

2. Election of Officers: President, Vice President, Secretary, Treasurer

3. Committee Assignments

* Budget – Brian, Liz, Mary
* Building and Grounds – Brian, Rick
* Personnel – Christine, Tammy, Liz
* Publicity – Christine
* Policy - Christine, Denise, Cori

4. Flag Dates

* Martin Luther King Day Tammy Woodruff
* President’s Day Mae Sharman
* Memorial Day Mary Bock
* Flag Day Cori Quinn
* Juneteenth Day (June 20th) Liz Smith-Rossiter
* 4th of July Rick Williams
* Labor Day Christine Cruso
* September 11th Brian Donnelly
* Veterans Day Denise Cendoma

5. Additional Items

6. Adjournment