

Durham Public Library
Board of Trustees Workshop Agenda
Wednesday, May 23, 2018; 6:45 pm-8:45 pm
DPL Heritage Room

1. Approval of agenda
 2. Workshop Topic 1: Upcoming meetings and attendance (please bring your calendar to the meeting in case we need to change dates)—20 min
 3. Workshop Topic 2: Personnel subcommittee check-in/recommendations and proposed next steps—20 min
 4. Workshop Topic 3: DPL annual report to community—20 min
 5. Workshop Topic 4: Review needs through end of year and determine ad hoc committee needs/define attendees and charge—45 min
 - a. Finance: 2019 budget development
 - b. Policy—review fiscal oversight policies and processes: expenditure review process, best practices/policy development (Treasurer monthly review, reporting to board, establishment of board approval for shifting funds and any expenses over designated amount.)
 - c. Fundraising: annual appeal
 - d. Operations & Personnel: tech plan update and revision; professional development,
 - e. other-TBD
 6. Chair updates—15 min
 7. Adjourn
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PUBLIC NOTICE: UPCOMING MEETINGS FOR DPL BOARD OF TRUSTEES

BOT MEETING SCHEDULE IN GREEN—all meetings start at 6:45 unless posted otherwise.

Orange items to be discussed to ensure quorum.

ALL OTHER MEETINGS OR IMPORTANT DATES ARE IN BLUE

Meeting/Event Dates	Annual Topics from BOT strategic plan annual calendar
6/3/18 noon-4:00pm DPL Heritage Room	Board strategic planning retreat
6/13/18 at 6:45 DPL Heritage Room	Agenda items include: 2018 budget and expenditures review; staffing level update and discussion; allocation of annual appeal funds; quarterly Director goals update
6/27/18 at 6:45 DPL Heritage Room	Board Workshop—Review goals with Director; continue Strategic Planning Process Development; discuss annual appeal, designate workgroup and discuss timeline
7/11/18 at 6:45 DPL Heritage Room	Board Meeting, agenda items include:
7/25/18 at 6:45 DPL Heritage Room	Board Workshop—2019 budget, annual appeal
8/8/18 at 6:45 DPL Heritage Room	Board Meeting, agenda items include:
8/22/18 at 6:45 DPL Heritage Room	Board Workshop—2019 budget, annual appeal

