



REPORT TO THE LIBRARY BOARD

MEETING DATE: JUNE 25, 2020

SUBJECT: LPL Annual Agenda - Revised
PURPOSE: For Receipt
PREPARED BY: Senior Team
PRESENTED BY: Michael Ciccone – CEO and Chief Librarian

Recommendation

It is recommended that the Board approve the revised Annual Agenda for the remainder of 2020

Background

The COVID19 Pandemic has dramatically altered staff focus over the past 3 months, but as we begin the slow return to normal activity, we would like to begin getting Board activities back on schedule.

Table 1 on page 2 represents reports, recommendations, and presentations scheduled for 2020 that have yet to be addressed and staff recommendations on proceeding.

Table 2 on page 3 represents a calendar version for the next 4 meetings of the Board.

Action	Subject	Originally Due	Suggestion/Question
Policy Review	Food & Beverage	Mar-26	Postpone UFN
Policy Review	Food & Beverage Service & Safety	Mar-26	Postpone UFN
Policy Review	Meeting Space Use	Apr-23	Postpone UFN
Policy Review	Rental of Space Policy	Apr-23	Postpone UFN
Policy Review	Workplace Violence and Harassment	Jun-25	Jul-23
Policy Review	Reserve and Reserve Fund Policy	Sep-24	As Scheduled
Policy Review	Rules of Conduct	Oct-22	As Scheduled
Policy Review	Charter of Library Use	Oct-22	As Scheduled
Policy Review	Unattended Children	Oct-22	As Scheduled
Policy Review	Health & Safety	Dec-03	As Scheduled
Planning	Balance Scorecard Q1	Jun-25	Q1/Q2 Report for Sep 24
Planning	Balance Scorecard Q3	Dec-03	As Scheduled
Location Presentations	ALL	ALL	Cancelled UFN unless requested
Finance	Financial Update - Statements to August 31, 2020	Sep-24	As Scheduled
Finance	Collections Encumbrance Reserve Contribution	Dec-03	As Scheduled
Finance	Stabilization Reserve Contribution/ Draw Down	Dec-03	As Scheduled
Board & Staff Dev	OLA and PLA Conference Reports	23-Apr	Postpone UFN
Board & Staff Dev	LPL Board Self – Evaluation	Dec-03	As Scheduled

Table 1

Table 2

Jul 23	Sep 24	Oct 22	Dec 3
Policy Review and Revision			
Workplace Violence and Harassment	<ul style="list-style-type: none"> Reserve and Reserve Fund Policy 	<ul style="list-style-type: none"> Rules of Conduct Charter of Library Use Unattended Children 	Health and Safety
Balanced Scorecard Report			
	Balanced Score Card Public Service Report, 1st and 2 nd Quarter 2020		Balanced Score Card Public Service Report, 3 rd Quarter 2020
Featured Locations and Service Initiatives			
Cancelled UFN			
Financial			
2021 Annual Budget Update	Financial Update - Statements to August 31, 2020		<ul style="list-style-type: none"> Collections Encumbrance Reserve Contribution Stabilization Reserve Contribution/ Draw Dow
Legal & Existing and New Legislation			
Board & Staff Development			
			LPL Board Self – Evaluation (November, 2020)
COVID19 Pandemic			
Reports, Updates and Recommendations as needed			