

# DIRECTOR'S REPORT

March 2007

## **Director's Report and Highlights**

March 20, 2007

Submitted by Pam Kiesner

On your agenda for Tuesday's meeting:

### Audio recording

We'll have a short discussion on whether to continue audio recording your meetings. You asked to table the discussion about recording to this meeting. We are happy to continue doing it, and then archiving the tape for the required six years, if this is what you prefer.

At your last meeting, you decided that our minutes will not reflect conversation verbatim, but rather the essence of the discussion. You will see this action reflected by last month's minutes, and meant a lot less staff time devoted to transcription. The result is great from our perspective.

### Strategic Planning

Bring your calendars so that we can schedule future work sessions. At Tuesday's meeting I'll provide an update on Fairhaven, North side, and the Central Library.

### Policies

The Library Board of Trustees Bylaws is included in your packet. I suggest that a small group of two or three Board members be appointed to review the Bylaws, suggest changes, and bring back to the Library Board in April. I have copies of other library bylaws to share with those of you who may be working on them, as well as a suggestion that you review and suggest a Code of Ethics policy as well.

Your Bylaws have not been revised for several years, and there are a few items that need updating. I will be happy to meet with a small group to work on these.

### Annual Review of the Library Director

This was postponed from the February meeting because that agenda was so full. I look forward to talking with you during our scheduled Executive Session.