



**NOTICE OF LIBRARY BOARD OF TRUSTEES
REGULAR MONTHLY MEETING
JULY 19, 2023**

The public is invited to attend the regular meeting of the Board of Trustees of the Meridian Library District at 7:00 p.m. on Wednesday, July 19, 2023. The meeting will be held at the Cherry Lane branch located at 1326 W. Cherry Lane in the large conference room and streamed via YouTube.

LIVE ON YOUTUBE

<https://www.youtube.com/@MeridianLibraryDistrict>

Regular Meeting Business:

1. Public Comment:

Written comments may be submitted to the Board in writing prior to the meeting via the form found here, <https://www.mld.org/message-board-trustees>. Written comments regarding an agenda item for a specific meeting date, must be received 24-hours in advance of the applicable meeting to allow for routing and board member review. Messages are shared with the full Board and included in the public record.

2. Consent Agenda:

Consent agenda items are considered to be routine and are acted on with one motion. There will be no separate discussion on these items unless a member of the library board requests an item to be removed from the Consent agenda for discussion. **[ACTION ITEM]**

- Regular Meeting Minutes, June 21, 2023

3. Financials [ACTION ITEM]

- Approval of May 2023 Financial Reports
- Disbursement approvals

4. Staff Presentation

- Recruitment Coordinator [Pamela] - Volunteer Program at MLD

5. Director Updates [DISCUSSION ITEM]

- Monthly updates
- Organizational Design overview

6. Job Descriptions

- Administrative Assistant **[ACTION ITEM]**
- Assistant Director of Branches **[ACTION ITEM]**
- Assistant Director of Operations **[ACTION ITEM]**
- Branch Manager **[ACTION ITEM]**
- Executive Assistant **[ACTION ITEM]**
- Human Resources Coordinator **[ACTION ITEM]**
- Human Resources Manager **[ACTION ITEM]**
- Resource Coordinator **[ACTION ITEM]**

7. Salary Schedule [ACTION ITEM]

8. All Staff Implementation Day Memorandum [ACTION ITEM]

9. Budget Presentations

- FY23 Amended Budget Draft Presentation [DISCUSSION ITEM]
- FY24 Budget Draft Presentation [DISCUSSION ITEM]

10. Executive Session [ACTION ITEM]

- Pursuant to [Idaho Code §74-206 \(1\)](#)
 - [\(b\)](#) To consider the evaluation, dismissal or disciplining of, or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent, or public school student;

11. Compensation Adjustment for Library Director [ACTION ITEM]

12. Future agenda items [DISCUSSION ITEM]