

Board Calendar 2023-2024

September

- *President appoints standing committees
- *Public Hearing on Budget
- *Internal Control, Fixed Asset and Hotspot Policies
- Internal Control Training for new members
- Staff In-Service 9/21

October

- *Board adopts budget
- Budget uploaded to Gateway
- Staff recommends policy changes to Board Policy Committee

November

- *Cafeteria 125 Plan
- *Health Insurance Renewal
- *Board approves policy changes

Bookkeeping Workshop
ILF Conference 12-14th
Staff Evaluations

December

- *Review Hours, Access, Board Meeting Participation, Circulation and Public Health Policies

January

- *Board of Finance Meeting (after board mtg)
- *Review Investment, Credit Card, Donor Recognition and Small Purchase Policies

Annual Report
Annual Financial Report and 100R

February

- *Board sets Non-Resident Card Fee
 - *Lawn Maintenance Contract Bids
 - *Review Collection Management, Exhibit and Display and Internet Use Policies
- Director Submits Annual Report

*Requires Board or Committee Action

March

- *WCPL Endowment Fund dividends due
- *Board Reviews Long-Range Plan
- *Review Library Patron, Medical Emergency and Meeting Room Policies

Bond&Interest Report-submitted by BakerTilly

April

- *Director Evaluations
- *Review Pest Containment and Services Policies

National Library Week 7-13
Staff In-Service 4/19

May

- Board Meeting at Ossian Library*
- *Set Budget Calendar
- *Review Non-discrimination and Compensation Policies

Annual Budget Workshop

June

- *Review Employment Policy
- *Director Evaluation
- *Executive Session to discuss personnel pursuant to IC 5-14-1.5-6 (after board mtg)

MVGQ is posted after July 1st
Send board reappointment/resignation letters to appointing bodies

July

- *Review Workplace Policy
- *Budget Committee meets
- *Nominating Committee meets

August

- *Annual Board Meeting (after board mtg)
 - *Elect officers
 - *Final committee reports
- *Approve Budget
- *Publicize Budget
- *Review Employee Benefits Policy

ILF Youth Services Conference