



# MILFORD PUBLIC LIBRARY

## BOARD OF TRUSTEES REGULAR MEETING

Tuesday, October 25, 2022  
7:00 PM

1. Call to Order
2. Consent Agenda
  - 2.1. Approval of Minutes
    - 2.1.1. Regular Meeting: September 27, 2022
  - 2.2. Approval of Financial Reports and Invoices for September
  - 2.3. Director's Report
    - 2.3.1. Snapshot of Statistical Indicators
    - 2.3.2. Suggestion Box
    - 2.3.3. Staff Updates
    - 2.3.4. Building Updates
    - 2.3.5. TLN Update
    - 2.3.6. Friends of the Library Update
    - 2.3.7. Incident Reports
3. Approval of Agenda
4. Call to the Public
5. Unfinished Business
  - 5.1. Facility Improvements
    - 5.1.1. Sidewalks/Parking Lot
    - 5.1.2. Slow Door Closers
  - 5.2. Contract for Director
  - 5.3. Memorial for Judy Clemens
6. New Business
  - 6.1. Health Benefits Renewal for 2023
  - 6.2. Treasurer for Board
  - 6.3. Giving Tree Proposal from Stephen Jackman, Adult Services Librarian
  - 6.4. Website RFP
  - 6.5. Open Forum
7. Communications
  - 7.1. Randal Busick, Thank you card, 09/28/2022
8. Adjournment

Policy: 704  
Subject: Board Meeting Public Participation Policy  
Reviewed: 08/26/2020  
Approved: 10/29/2020  
Revised:

1. The Board respects the rights of citizens to participate in the public meetings and asks that everyone adhere to the following Public Participation Guidelines:
  - a. Members of the public are permitted to address a meeting of the Board of Trustees upon recognition by the President of the Board.
  - b. Each person shall begin by stating their name and address and shall be permitted to speak once on each agenda item for three (3) minutes.
  - c. Agenda item 4 allows for Citizens' Comments on any non-agenda item.
  - d. Where the Agenda provides Public Hearing comment, each person addressing the Board shall be limited to five (5) minutes regarding the specific Public Hearing item.
  - e. The President of the Board may allow additional time at his/her discretion.
2. All remarks shall be addressed to the Board as a body, and not to any member.
  - a. The Board will not respond to comments made during the public comment period unless it becomes necessary to ask a clarifying question, correct a factual error, or provide specific factual information.
  - b. Issues are referred to the Director for investigation, study and recommendation, designation as a future agenda item, or answered through written communication.
3. Any person making personal, impertinent or slanderous remarks, or who shall become boisterous, while addressing the Board, may be requested to leave the meeting.
4. Interested parties, or their authorized representatives, may address the Board by written communication in regard to any matter concerning the Library by direct mail or by addressing the Library Director, and copies will be distributed to Trustees.