



TADL Board of Trustees Policy and Personnel Committee AGENDA

December 6, 2022
10:00 am ~ Thirlby Room

610 Woodmere Ave. / Traverse City, MI / 49686

Call to Order

Approval of the Agenda

Approval of the Policy & Personnel Committee Minutes from November 1, 2022

Public Comment

If you wish to speak during the Public Comment section of the meeting, please (1) wait until you are recognized; (2) state your name and the county and township or city in which you reside; and (3) limit your comments to 5 minutes.

Personnel Committee:

- Director Review

Policy Committee:

- Revise: 2.1 Budget Adjustment and Disbursement
- Revise: 2.2 Purchasing and Contracting Policy
- Revise: 2.3 Credit Card Use Policy
- Revise: 2.4 Disposal of Materials, Furniture, and Equipment Policy
- Revise: 2.5 Gift Policy (combine 2.5 and 2.6 Donor Recognition Policy)
 - Remove: 2.6 Donor Recognition Policy
- Revise: 2.9 Electronic Transactions Policy
- Revise: 4.6 Public Use of Meeting Rooms (combine with 4.7 Equipment Use)
 - Remove 4.7 Equipment Use

- Revise and Re-number: 5.1 Collection Materials Selection Policy (to 1.7)
- Revise and Re-number: 6.3 Public Relations Policy (to 5.8)
- Revise and Re-number: 2.11 Fund Definitions (to 2.6)

- Reaffirm: 2.7 Investment Policy Statement
- Reaffirm: 2.8 Tax Capture

- Re-number: 6.2 City Directory Information (to 3.7)
- Re-number: 4.11 Library Pandemic Response Policy (to 4.4)
- Re-number: 4.12 Art Exhibition Policy (to 4.7)
- Re-number: 4.13 Display Case Policy (4.8)
- Re-number: 7.1 Conflict of Interest Policy
- Re-number: 7.2 Workplace Relationship Policy
- Re-number: 7.4 Whistleblower Policy
- Re-number: 7.5 Nepotism Policy

- Reaffirm: 2.7 Investment Policy Statement
- Reaffirm: 2.8 Tax Capture

- New: 2.10 Credit Card Receipt Policy
- New: 4.9 Film and Photography Policy

Next Meeting Date / Time – No Meeting in January 2023 | February 7, 2023

Next Meeting Topic Suggestions

Public Comment

If you wish to speak during the Public Comment section of the meeting, please (1) wait until you are recognized; (2) state your name and the county and township or city in which you reside; and (3) limit your comments to 5 minutes.

Adjournment