

## **BOARD OF TRUSTEES**

NOVEMBER 10, 2004

3:00 P.M.

Meeting Room

Bluffton Branch Library

120 Palmetto Way

### **AGENDA**

- I. Call to Order
- II. Introduction of New Members
- III. Public Comment
- IV. Minutes of September 15, 2004 Meeting
- V. Correspondence & Communications
  - A. Library – Museum Term Sheet.
  - B. Letter sent by Department of Consumer Affairs
  - C. Letter sent to Kelly Golden (Staff Attorney)
  - D. Marketing Proposal for Beaufort Co. Public Library
- VI. Librarian's Report:  
Attachments:
  - A. Librarian Award by SC Library Association to Dennis Adams
  - B. Beaufort Branch - Expansion.
- VII. Financial Report
  - A. FY 2005 Status Report
    - 1. State Aid Report - documents to be signed by Theresa Dunn
    - 2. County & State Appropriations
    - 3. Special Trustee Funds
    - 4. Grants & Gifts
- VIII. Committee Reports
  - A. Development Committee – Theresa Dunn
  - B. Endowment Fund Committee – Hillary Barnwell
  - C. Facilities Committee – Janet Kuchler
  - D. Human Resources Committee – Sandy Stephan
  - E. Impact Fees Committee – Theresa Dunn
  - F. Library Services Coordination & Development – Dennis Adams
  - G. Marketing Committee – Janet Kuchler
  - H. Membership Committee – Gloria Underwood
  - I. Orientation Committee – Gloria Underwood
  - J. St. Helena Library Relocation – Patsy Hand
  - K. Other
- IX. Old Business
- X. New Business
  - A. Meetings Dates of Board of Trustees for 2005
  - B. Closing Dates for Holiday FY 2005
  - C. Board of Trustees Terms and Appointments.
- XI. Branch Liaison Reports
  - A. Beaufort
  - B. Hilton Head
  - C. Bluffton
  - D. Lobeco
  - E. St. Helena
- XI. Adjournment