

Community Library of Castle Shannon
Board of Trustees
Meeting Agenda
January 9, 2025

Mission Statement

To be a vibrant community hub where all people gather to connect, engage, discover, learn and play.

Vision Statement

To be a valued community asset that inspires lifelong learning and supports enriching experiences for all.

1. Call to order
2. Prayer and Pledge of Allegiance
3. Roll Call
4. Public Comments*
5. Approval of December, 2024 Board Meeting Minutes
6. Approval of December, 2024 Financial Expenditures Report
7. Report from Library Director
8. Report from Children and Youth Services
9. Current and Upcoming Business:
 - Election of officers (January reorganization meeting)**
 - Board Responsibilities and Conflict of Interest
 - Board Self-Evaluation
 - Updating Library Policies for 2025
10. Correspondence Suggestion Box
11. Report of the President/or Trustees
12. Policy Issues
13. Continued Business
14. Articles of Interest
 - Message from the Castle Shannon Borough Manager and Community Day 2025
<https://www.csboro.org/wp-content/uploads/2024/06/December-2024-Newsletter.pdf>
15. Announcements
 - Castle Shannon Borough Website has undergone recent changes to design, content, functionality and ease of navigation. <https://www.csboro.org/>
16. Public Comments*
17. Adjournment

*Individuals who would like to speak publicly must announce first and last name before speaking, respect a three minute commenting protocol and recognize the overall total time of a thirty minute window for public comments. When public commenting closes after the final speaker, the Board will not engage in further discussion with the audience, between public commenting periods, allowing for ample time to conduct Library business. Comments/Questions should be related to items on the meeting agenda.

**Per Board of Trustees By-Law (2024), election of officers shall be the first order of new business at the January reorganization meeting. After sine die* adjournment, the Board shall elect a temporary chairman for the election of officers. The vote for temporary chairman shall be by voice. The term of each office shall be for three years and duties of the office shall be assumed immediately upon conclusion of election. *Sine Die (pronounced as 'sigh-neh dye') adjournment is adjourning a meeting that is the last in a series of meetings. This definition can be found in Robert's Rules of Order <https://robertsrules.com/>, a guide for conducting board meetings. The CLCS Board of Trustees references Robert's Rules of Order when needed.