



CALEDONIA LIBRARY ASSOCIATION  
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## Board Meeting Agenda

Tuesday August 26, 2025, 6:00pm

### Call to Order:

1.	Public Comment Period	Chris Harris		
2.	August 26, 2025 Agenda	Chris Harris	Action: Adopt	2508-01
3.	Minutes of the July 29, 2025 Board Meeting	Chris Harris	Action: Approve	2508-02

### Communication and Reports:

1.	Treasurer Report	Fred Webb	Action: Acknowledge	2508-03
2.	Financial Reports a) Cash Activity Report b) YTD Report c) Warrants (claims)	Fred Webb	Action: Approve Action: Approve Action: Approve	2508-04 A B C
3.	Director's Report	Emily Meade	Action: Acknowledge	2508-05
4.	Committee Reports a) Budget and Finance b) Personnel c) Building and Grounds d) Policy e) Strategic Planning f) Fundraising g) Ad hoc employee handbook		Action: Acknowledge	Below agenda

### Old Business:

1.	Committee Assignments	Chris Harris	Action: Approve	2508-06
2.	Employee Handbook	Chris Harris	Action: Approve	2508-07
3.	Rotary Club Grant	Chris Harris	Action: Discuss	
4.	Swank video licensing	Emily Meade	Action: Approve	

### New Business:

1.	Employee classification for cleaner	Chris Harris	Action: Discuss	2508-08
2.	Volunteer Policy and handbook	Chris Harris	Action: Discuss	2508-09
3.	Adjust meeting dates for holidays	Chris Harris	Action: Approve	

4.	Trustee Education Requirements	Emily Meade	Action: Complete	2508-10
5.	414 Follow up	Emily Meade	Action: Discuss	2508-11

**Reminders:**

1.	Next Board Meeting	9/30 @ 6pm		
2.	Budget and Finance Committee Meeting	9/17 @5:30pm		
3.	Personnel Committee Meeting	<b>Please schedule</b>		
4.	Buildings and Grounds Committee Meeting	9/24 @6pm		
5.	Policy Committee Meeting	<b>Please schedule</b>		
6.	Fundraising Committee Meeting	<b>Please schedule</b>		

**Upcoming library programs:**

Friday, Sept. 5 <sup>th</sup>	10:30am	VA Save
Saturday, Sept. 13 <sup>th</sup>	10:30am	Clues and Kin: A Scavenger Hunt Through the Records
Saturday, Sept. 27 <sup>th</sup>	10:15am	Houseplant swap

**Adjourn:**

**Committee Reports:**

- Budget and Finance committee: Looked at the annual OWWL budget kit.
- Personnel committee: did not meet
- Building and Grounds committee: Looked at several existing building-related needs and brainstormed some ideas (Non-fiction room lighting, security gate, landscaping).
- Policy committee: did not meet
- Strategic Planning committee: did not meet
- Fundraising committee: will be meeting right before the board meeting.