



Public Meeting - Board Orientation Maureen Miller & Ellen Le

November 13, 2020, 1pm

1. Facility Tour & Staff Introductions (as possible) – [Lea](#)
2. Library Organization
 - a. Staff List, Roles and Responsibilities – [Lea](#) [Organization Chart](#)
3. Friends Roles and Responsibilities – [Candace or Bill](#) – to be scheduled
4. Volunteers Roles and Responsibilities – [Lea or Tracy](#)
5. Fundraising Calendar – [Rebecca or Lea](#)
6. The Community We Serve – [Lea](#) [Legislator Presentation](#)
7. LPL Website & Social Media Overview – [Lea](#)
8. State & County Oversight and Support – [Lea](#) [State & County Allocation Matrices](#)
 - a. Other Related Organizations and Resources
9. Board Roles, Responsibilities & Expectations – [Hugh](#)
[De Code Title 14, Chap 71, By-Laws, Competencies Worksheets, Board Retreat Report, Trustee Manual, Officers and Schedule](#)
10. Budget and Allocation of Funds: Operating Budget Review – [Hugh & Lea](#)
[2021 Budget, Recent Balance Sheet, Performance Statistics](#)
11. Capital Maintenance issues and plan – [Lea & Hugh](#) [Most recent Capital Plan presentation](#)
12. Strategic Plan Review – [Lea & Hugh](#) [2018 Strategic Plan](#)