

**West Hartford Library
Board of Trustees
Meeting Agenda**

Date: December 18th, 2024

Time: 6:00 p.m.

Location: West Hartford Library, Community Room

- I. Begin Meeting at 6:00 PM, Pledge of Allegiance
- II. Welcome and Introductions - 5 Minutes
- III. Approval of the Minutes of November 20th- 5 Minutes **(Action Item)**
- IV. Approval of the Treasurer's Report- 5 Minutes **(Action Item)**
- V. New Business
 - A. Review/Approve Materials Acquisition, Materials Review Request Form, and Volunteer Policy policies.
 - B. Assignment of undeveloped policies.
 - C. Christmas Party- community or just past and present board, staff and FWHL?
- VI. Director's Report- Questions and Discussion - 10 Minutes
- VII. Old Business
 - A. Key loaning/lockbox
 - B. Courtney gift certificate
 - C. Google Drive access
- VIII. Adjournment- 7:30 p.m.