

KELLOGG-HUBBARD LIBRARY

Established 1894

135 Main Street, Montpelier, VT 05602

802-223-3338 www.kellogghubbard.org

EXECUTIVE COMMITTEE AGENDA

Wednesday, September 9, 2020 5:00 - 6:00 p.m.

Zoom: <https://us02web.zoom.us/j/83289773116?pwd=NjMyZm9TVnU4alVTZEhpZEdSd3VUZz09>

1. Call to Order
2. Review, Amend as Necessary, and Approve This Agenda
3. Approve Minutes of June meeting and August special meeting (both are attached)
4. Discussion of:
 - a. Discussion of administration model (part of performance review process)
 - b. Next steps on keeping full board informed on performance review/contracts
 - c. Some simplified practices for meetings (unanimous consent/no opposition for minutes and agendas)
5. Board Committee Reports (as needed)
 - a. Board Development Committee
 - New Trustee Nomination Process
 - New Trustee Orientation Process
 - b. Finance Committee
 - c. Fund Development Committee
 - d. Policy Committee
6. Co-Directors' Report
7. Review Draft Agenda for September 19th Board Meeting
8. Other Business
9. Adjournment

Attachments:

- Draft Minutes from June 10 and August 19 Meetings
- Draft agenda for 9.16.20 Board meeting
- From Board Development Committee:
 - New Trustee Nomination Process
 - New Trustee Orientation Process