

# MEETING AGENDA – EXECUTIVE MEETING

## MEETING INFORMATION

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***Date: May 5<sup>th</sup>***

***Time: 8 am***

***Attendees:***

## PREPARATION FOR MEETING

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***Please Read: Minutes of the Executive Meeting, April 5<sup>th</sup>, 2018 (Attached)***

## ACTION ITEMS FROM PREVIOUS MEETING

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1. LMC request update (Board Meeting March 10<sup>th</sup>)
2. Admin-develop a detailed timeframe for reply to calls
3. Admin-put on website NLLS staff names and job descriptions
4. Admin-report back to LMC on items that have been addressed
5. Admin-job description for committees and term
6. Chair-ensure we got on agenda ALTA AGM meeting in Jasper
7. Chair-letter of complaint about Innovative to TRAC Chair
8. Policy Committee-Breach Code of Ethics-disciplinary measures
9. Policy Committee-Communication Policy for Staff, Board Members and Library Managers

## REPORTS

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1. Chair's Report
2. Director's Report
3. Financial Report
4. Policy Report

## AGENDA ITEMS

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1. Additions to agenda
2. Approval of Minutes from April 5, 2018
3. Policies
4. Board Code of Ethics

## NEW ACTION ITEMS

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Next Executive Meeting will be held on Monday, July 30, 2018 at 10:00 a.m.