

**AGENDA**  
**Meeting of the Patmos Board of Trustees**  
**January 8, 2024**  
**6:00 p.m.**

**1. CALL TO ORDER**

- \*Roll call
- \*Excusing absent members (Motion)
- \*Nominations/election of officers: president, vice-president, secretary, treasurer (Motion)
- \*Approval of agenda (Motion)

**2. MINUTES**

- \*Approval of minutes from December 11, 2023 meeting (Motion)

**3. PUBLIC COMMENTS**

- \*Members of the public may address the Board. Comments are limited to a maximum of three (3) minutes per person. Jamestown Twp. residents please state your name and address for the record.

**4. TREASURER'S REPORT**

**BILLS AND CASH DISBURSEMENTS (Motion)**

- \*December report

**5. LIBRARY REPORT**

- \*December stats/programs
- \*Status of approved allocations from December meeting
- \*State Aid update

**6. PERSONNEL COMMITTEE REPORT**

- \*Circulation assistant start date December 20, 2023
- \*Employee Handbook- review sections 3.8- 8.5
- recommended changes in sections 2.1, 2.2, 2.3

**10. UNFINISHED BUSINESS**

- \*FosterSwift and Seyferth PR (Motion)
- \*Holiday pay retroactive

**11. NEW BUSINESS**

- \*Director position
- job description/posting
- \*dates/time/place for 2024 board meetings

**12. BOARD MEMBER COMMENTS**

**13. ADJOURNMENT (Motion)**