

**METUCHEN PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING  
7 PM, TUESDAY, JULY 13, 2021  
Via Zoom Videoconferencing**

1. Statement of Compliance with Open Public Meetings Act
2. Public Session
3. Approval of the Agenda
4. Approval of the Minutes
5. Financial Updates and Approval of Bills
6. Director's Report
7. Friends of the Metuchen Library
8. Committee Reports:
  - Building and Grounds
  - Finance
  - Personnel, Policy, and Public Relations
9. Old Business
  - COVID19 updates and discussion
  - Library Closure & Reopening Procedures
    - Phase 5 with Expanded Services—In-Person Programming
10. New Business
  - Job Descriptions
    - Full-time Senior Librarian, User Services-2<sup>nd</sup> Reading
    - Part-time Technical Services Assistant-2<sup>nd</sup> Reading
    - Full-time Principal Library Assistant-Revision
  - Personnel Manual-Revision-Attire and Groom Standards
  - Resolution of Salary Ranges-Revision
  - Resolutions of Hirings
    - Full-Time Senior Librarian, User Services-Alyssa Petersen
    - Full-Time Principal Library Assistant-Raymond Shirley
  - 2021-2022 Infobase Database-Interlocal Agreement
  - Summer and Fall Board meetings
  - Pre-Approval of bills
  - Landscaping project
11. Adjournment