

**Phillips Free Library Board Meeting**  
**Agenda**  
**March 21<sup>st</sup> at 7pm**

Minutes

Treasurer's Report

Old Business:

1. Mask Policy
2. Budget letter sent to school
3. Document Retention Policy – final approval
4. Update on Personnel committee and Transition planning

Director's Report

New Business

1. Bylaws need to be updated re: we need to add the requirement for Trustee training and that Trustees will be removed if they don't complete required yearly trustee training beginning in 2023
2. Material challenges discussion