

**CATOOSA COUNTY LIBRARY  
BOARD OF TRUSTEES  
Board Meeting  
October 16, 2024 – 3:30 p.m.**

**AGENDA**

- I. Call to Order: Shirley Smith, Board Chair
- II. Approval of Agenda:
- III. Approval of Minutes:
  - a. Regular Meeting on July 17, 2024
- IV. Approval of Director's Report:
- V. Information Items:
  - a. Budget Report
  - b. Statistics Report
- VI. Discussion Items:
  - a. Review Library Constitution and Bylaws
- VII. Action Items:
  - a. Approval of Director registration and travel fees for the Winter Directors' Meeting in Savannah, GA December 10-13, 2024
  - b. Approval of Saturday Closures around Catoosa County's approved 2025 Holiday Schedule
  - c. Approval for Library Closure on Friday, February 28, 2025, for staff in-service day
  - d. Approval of FY2025 LIBTECH Grant Purchase Plan
  - e. Approval of Chattanooga Business Machines Sales and Service Agreement for new machine to be purchased with FY2025 LIBTECH Grant
- VIII. Public Comments:
- IX. Trustee Comments:
- X. Next Meeting Date: TBD
- XI. Adjourn