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| **#** | **For Discussion** | **Responsibility** |
|  | **Call to Order** | **Chair/Vice-Chair** |
| **1** | **Approval of Agenda** | **Board & Staff** |
| **2** | **Declaration of Conflict of Interest** | **Board & Staff** |
| **3** | **Consent for minutes from Thursday, January 23, 2020.** | **All** |
| **4** | **Business Arising from Minutes** | **Board & Staff** |
| **5** | **Reports** | **Board & Staff** |
| **a** | **CEO*** **February Calendar of Events (on website)**
* **February Cultural Report (on website)**
 | **Staff** |
| **b** | **Secretary** | **Staff** |
| **c** | **Treasurer*** **Approval of 2019 fourth quarter report**
* **Draft budget update**
 | **Staff** |
| **d** | **Committee** | **Board** |
| **e** | **Trustee** | **Board** |
| **f** | **Council** | **Municipal Rep.** |
| **6** | **Strategic Plan Update*** **Update in April meeting**
 | **Board & Staff** |
| **7** | **Policies*** **A motion to accept HHPL Policy GOV-10 (Board Training) and GOV-11 (Board Evaluation) as revised.**
* **Review policies GOV-13 (Delegation of Authority to the CEO), HR-01 (Human Resources Management) and HR-02 (Staff selection and assignment).**
* **Receive HHPL policies HR-03 (Terms and Conditions of Employment) and HR-05 (Compensation) to be reviewed for the April 2nd Board meeting. We will also be looking at GOV-12 (Succession Planning).**
 | **Board & Staff** |
| **8** | **New Business*** **A motion that the HHPL Board requests that interviews be held for all library board member applicants in order to thoroughly assess the suitability of the candidate for the position.**
* **Library newspaper column**
 | **Board & Staff** |
| **9** | **Other Business*** **HHPL Survey results**
* **Webinar on the Public Libraries Act**
* **Succession planning**
 | **Board & Staff** |
| **10** | **Next Meeting*** **Thursday, April 2nd at 9:00 am in the Program Room**
 | **Board & Staff** |
| **11** | **Adjournment** |  |