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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** |  |