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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 November 15, 2018** | **All** |
| **4** | **Business Arising from Minutes** | **Board & Staff** |
| **5** | **Reports** | **Board & Staff** |
| **a** | **CEO**   * **Library Board Orientation** * **HHPL Contact List** * **January Calendar of events** * **Cultural Reports (December and January)** * **OPLA Teen Services Report** * **Individual Library Profile (2017)** * **Robert Burns Celebration (Jan. 25th)** | **Staff** |
| **b** | **Secretary** | **Staff** |
| **c** | **Treasurer**   * **2019 Draft Budget review and rationale** * **2018 last quarter financial report** | **Staff** |
| **d** | **Committee** | **Board** |
| **e** | **Trustee** | **Board** |
| **f** | **Council** | **Municipal Rep.** |
| **6** | * **Strategic Plan Update – January 2019** * **HHPL Digital Heritage Strategy 2017-2020** | **Board & Staff** |
| **7** | **Policies**   * **Municipal Code of Conduct** | **Board & Staff** |
| **8** | **New Business**   * **Set Library Board Meeting dates for 2019** * **HHPL Youth Scholarship Trust Fund** | **Board & Staff** |
| **9** | **Other Business** | **Board & Staff** |
| **10** | **Next Meeting** | **Board & Staff** |
| **11** | **Adjournment** |  |