1. Declaration of quorum and call to order: Meeting opened at 5:00 P.M.  
   Present were: Bill Kinnison, Sara Pettijohn, Maurine Nathanson, Jeanie Lively, and Diane Hodyniak.

2. Public Forum – N/A

3. Secretary’s report – was approved by unanimous consent.

4. Treasurer’s report – see attachment 1.

5. Library Director’s report – see attachment 2.

6. Presentation of Library Director’s goals for 2017 – see attachment 3. The board with review and the approval process will be placed on the December agenda.

7. Report on Space Utilization Project – the quiet room is completed. The framing for the staff workroom is next on the plan. Also, the teen librarian office needs a data drop for computer use.

8. Friends of the Library Report – there was none available.

9. Discuss/approve date change for the December Board Meeting – after brief discussion, the Board chose to meet on Monday, December 19th at 2:00 p.m.

10. Agenda Items for the December 19th Board Meeting:
    ➢ Annual audit review
    ➢ Discuss bylaws for board members
    ➢ Year-end performance review of the Library Director.
    ➢ Board votes on library director’s goals, contract and salary.

11. Adjourned – Sara Pettijohn motioned that the meeting be adjourned and Maurine Nathison seconded at 5:38 p.m.

Respectfully submitted by Diane Hodyniak

Next Meeting: December 19th, 2016 at 2:00 p.m. at the Salado Public Library