

**PLUM CREEK LIBRARY SYSTEM
EXECUTIVE COMMITTEE
AGENDA**

Date December 6, 2017
Time: 6:30 p.m.
Place: **Slayton Public Library Meeting Room**
 2451 Broadway Avenue
 Slayton, MN 56172

1. **CALL TO ORDER**
2. **INTRODUCTIONS**
3. **PUBLIC COMMENT**
 PCLS welcomes comments from the public on agenda topics or other issues. However, no action will be taken by the Board on comments made. The public is encouraged to notify Plum Creek prior to the meeting if they are interested in making comments on a specific agenda topic or issue. Individual's comments will be limited to five (5) minutes. PCLS will allow a maximum of twenty (20) minutes for public comment during any one Board meeting.
4. **AMENDMENTS TO THE AGENDA**
5. **MINUTES**
 Governing Board November 1, 2017
6. **REPORTS**
 - A. Cash Analysis
 - B. Statement of Revenue and Expenses
 - C. Balance Sheet
 - D. Monthly Payment Process Report
 - E. Credit Card Statements
 - F. Check Register Report
7. Director's Report
8. Approval to purchase Synology DS418 NAS Disk Station and (4) Seagate 4TB NAS hard drives
9. Approval to purchase HP EliteDesk 800 G2 desktop computer
10. Discussion of Employee Handbook
11. Discussion of insurance policy proposal from MCIT
- 12.
- 13.
14. **NEXT MEETING** – Executive Committee – Wednesday, January 17, 2018
15. **ADJOURNMENT**