

**PLANO COMMUNITY LIBRARY DISTRICT
TRUSTEE ORIENTATION MEETING
NOVEMBER 17, 2022
MEETING HELD IN THE DIANA HASTINGS BOARD ROOM**

The meeting was called to order by Board President Jane Voss at 6:06 p.m. In attendance were Trustee John McCartan and Library Director Deanna Howard.

Those present reviewed orientation materials for new library trustees. The following material was reviewed and discussed:

- Board of Library Trustees Constitution and Bylaws and Public Comment Policy
- Trustee and Director Responsibilities
- Organizational Chart
- *Trustee Facts File*-Trustee Duties and Responsibilities
- *Trustee Facts File*-Orientation for New Trustees
- *Trustee Facts File*-Intellectual Freedom
- Library Bill of Rights and Freedom to Read Statement
- Libraries: An American Value
- Ethics Statement for Public Library Trustees

The Board's committee assignments were also reviewed. Trustee McCartan would like to serve on the Building & Grounds Committee. Trustee McCartan received a list of library board members.

The library's finances, sources of income, programs and services were also discussed.

Being no further business, the meeting was adjourned at 6:53 p.m.

Notes submitted by Deanna Howard _____

Approved as submitted 1/19/2023

Gayle Susan