



## Board of Trustees Meeting Schedule 2017

**Thursday, January 26, 2017:** Main Library, 96 S. Grant Ave., Columbus, OH 43215  
12:00 pm Organizational & Board Meeting (Carnegie Room)

**Thursday, February 23, 2017:** Shepard Branch, 850 N. Nelson Rd., Columbus, OH 43219  
12:00 pm Board Meeting

**Wednesday, March 22, 2017:** Livingston Branch  
12:00 pm Board Meeting

**Thursday, April 27, 2017:** Franklinton Branch  
12:00 pm Board Meeting

**Thursday, May 25, 2017:** Hilltop Branch  
12:00 pm Board Meeting

**Thursday, June 22, 2017:** Main Library, 96 S. Grant Ave., Columbus, OH 43215  
12:00 pm Board Meeting (Carnegie Room)

**Thursday, August 31, 2017:** Main Library, 96 S. Grant Ave., Columbus, OH 43215  
12:00 pm Board Meeting (Carnegie Room)

**Thursday, September 28, 2017:** Northside Branch  
12:00 pm Board Meeting

**Thursday, October 26, 2017:** Parsons Branch  
12:00 pm Board Meeting

**Thursday, December 7, 2017:** Main Library, 96 S. Grant Ave., Columbus, OH 43215  
12:00 pm Board Meeting (Carnegie Room)

\*Board Meeting Locations are subject to change and will be confirmed in advance.

Anyone from the public interested in attending a Columbus Metropolitan Library Board of Trustees meeting should see the Policy & Procedure, *Board Meetings and Public Participation*, section D. *Public Appearance Before CML'S Board*. (Attached)

If attending, please contact the Chief Financial Officer/Fiscal Officer's office at 614-849-1037. The following information will be requested:

- a. Name, address, e-mail and phone number of person requesting to speak
- b. Subject on which he/she wishes to speak



## BOARD MEETINGS AND PUBLIC PARTICIPATION

### Board Policy:

**DATE REVIEWED: 12/04/2014**

**DATE APPROVED: 12/04/2014**

**EFFECTIVE DATE: 12/11/2014**

**REPLACING POLICY EFFECTIVE: 04/18/20129**

The Columbus Metropolitan Library (CML) fully complies with the Sunshine Law, Ohio Revised Code (ORC) § 121.22. The Chief Financial Officer/ Fiscal Officer shall implement such procedures as are necessary to comply with ORC § 121.22 and advise the Board of Trustees (the Board) from time to time regarding these procedures.

Public participation at Board Meetings is subject to the guidelines and administrative procedures listed below.

### Administrative Procedures:

**DATE APPROVED: 12/04/2014**

**EFFECTIVE DATE: 12/11/2014**

**REPLACING PROCEDURE EFFECTIVE: 12/01/2009**

### A. Types of Meetings and Notice

Four different types of meeting exist and the notice requirements differ for each type:

- Annual Meeting
- Regular Meetings
- Special Meetings
- Emergency Meetings

#### 1. Annual Meeting

The Board shall hold an Annual Meeting in January of each year, at a time and place agreed upon by a majority of the members. At the Annual Meeting, the Board shall elect its Officers, appoint its Fiscal Officer and fix the bond thereof, fix the time and place for its regular monthly meeting, and conduct such other business of an organizational nature as may come before it.

The CML's Marketing Department will provide announcements of the Annual Meeting. This announcement shall be disseminated to those requesting notification, including news media and other persons, at least five days in advance of the meeting.

The notice for the Annual Meeting of the Board will provide the date, time, and location of The Annual Meeting.

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