

President's Report, February 2021

January 18 2.5 hours	Work with Bonnie to update Secretary's Binder
January 19 2 hours	Regular Board Meeting; Work on updating the Board website
January 20 1 hour	RAILS Online Roundtable: Trustee Update 2021. Topics covered: Budgeting in the Time of COVID; Trustee Onboarding and Orientation
January 21-23 2 hours	ExtraNet updates
January 25 1.5 hours	Plan February CW Agenda and check Board Library with Ryan; Personnel policy work
January 26 4.5 hours	Begin updating President's binder.
January 27 3 hours	Continue updating President's binder
February 2 3 hours	Committee of the Whole Meeting; Committee Report; Finalize personnel policies: 701 Employee Conduct and Work Rules; 702 Drug and Alcohol Use; 703 Harassment, Discrimination and Retaliation; Send all documents to Ryan and Gina
February 10 1 hour	Meet with Ryan to plan Regular Meeting agenda; Discuss with Ryan and respond to email from a patron

Jo Beckwith, President
WNPLD Board of Trustees
2/16/2021