



# Staff Report

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**TO:** Loomis Library & Community Learning Center Board of Trustees  
**FROM:** Sarah Comstock, Library Director  
**DATE:** February 12, 2025  
**RE:** Library Board Bylaws Update

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## **Recommendation**

Adopt the updates to the Collection Development Policy as proposed.

## **Issue Statement and Discussion**

In 2019, the Loomis Library & Community Learning Center Board of Trustees adopted bylaws to help outline the mission, purpose, and roles of the library board. Periodically, changes are suggested or required to adjust to changes in policy, goals, or function of the library board.

At the May 2023 meeting, staff was directed to provide some updates for the library board bylaws. Those suggested changes are highlighted in yellow.

The changes include:

1. Verbiage to help define the board's role in budget oversight and ensuring the fiscal-health of the library.
2. Changing the out-of-date title of "Community Engagement Librarian" to the currently used title "Library Director"
3. Adding a section clarifying that the bylaws are and should be reviewed periodically

## **Attachments**

- A. Library Board Bylaws with proposed amendments