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Date: December 10, 2018
To: RCPL Board of Trustees
From: Terri Davis, Director
Re: January and November 2019 Board meetings

Recommendation 1: Hold the January 2019 Board meeting on Wednesday, January 23 at noon, by telephone, for the purposes of approving the bill list only.

Recommendation 2: Hold the November 2019 meeting on Wednesday, November 13 at noon, due to the Monday Veterans' Day holiday.

Background: The City Finance Office has identified that the January Board meeting cannot be held until after January 22, to allow for their end of year fiscal operations. Because we do not wish to delay payments to vendors any longer than necessary, we recommend a brief telephone meeting on January 23 for the purposes of approving the bill list; any other business will be moved to the February 2019 meeting.

The 2019 Veterans' Day holiday falls on the Board's normal meeting day; therefore, the recommendation is to reschedule that meeting to Wednesday of that week.