1. **Introductory Procedures**
   A. Call to Order
   B. Attendance – Establishment of a Quorum
   C. Approval of Agenda – additions, deletions
   D. Approval of Minutes – January 16, 2020

2. **Public Input**
   This item is placed on the agenda for the purpose of providing visitors the opportunity to address the Board on any item of business, which does not appear on the formal agenda. Speakers may be asked to fill out a speaker card, which they will then give to the Board Secretary who will provide the President with the cards. A three-minute time limit is established for presentations from the floor. However, at any time, during the meeting visitors may request to address the Board concerning the agenda item presently under discussion. The minutes of this meeting will not reflect a verbatim account of the discussions during this meeting.

3. **Information Items**
   A. Director’s Report
   B. Staff Reports
   C. Volunteer Reports

4. **Consent Agenda**
   Consent Agenda Items, at the discretion of the Board of Trustees, may be moved to Action Items, by Trustee vote if additional discussion is required. It is recommended that the Consent Agenda be approved as presented.
   A. It is recommended that the **Bills and Warrants** in the amount of $__________ be approved and a copy of the same will become part of the minutes of this meeting.

   B. The Board will approve the financial report and monthly bank statement as reported by Marilyn Shears as providing sufficient information in the formats required for the Board to ascertain the correct status of the District’s financial condition.

5. **Action Items:**
   A. The Board will approve changing the status of contract workers to employee status.
   B. The Board will approve the position and salary for a Literacy Account Clerk.
   C. The Board will approve a Debit Card Policy.
   D. The Board will discuss and approve a financial transfer to the Laif Account of a minimum of $5,000.00.

6. **Discussion Items:**
   A. The Board will discuss the current issue between the Lassen Library and Lassen County regarding the status of exempt properties.
7. Correspondence:

8. **Next Meeting:** March 19, 2020 at 4:00 p.m. 1618 Main St. Susanville, CA

9. **Adjournment:**