

MAXWELL MEMORIAL LIBRARY

Board of Trustees Meeting Agenda

November 16th, 2020 NOTE: Due to the COVID-19 protocols, this meeting is to be held virtually via Zoom.

CALL TO ORDER

VISITOR ACKNOWLEDGMENT AND WELCOME--NOTE: Visitors should email director@maxwellmemoriallibrary.org no later than November 13th by 5 PM with their request to attend. A Zoom meeting invitation will be emailed to them.

REPORTING

Approval of Last Trustee Meeting Minutes: Board Secretary Trustee approval needed

Treasurer's Reports: September

George Mango - Statement of Revenue and Expenditures Balance Sheet - Trustee approval needed

Mike Dendis - update on PPP loan forgiveness

- Possibility of opening accounts for future building/repairs

Director's Report: Trustee approval needed

President's Reports: Lucille Adorante

Annual Appeal

November Board Calendar

Next meeting - No December meeting, January 11th, 2021

- Holiday party alternative

Fundraising Meeting (Barb and Lucille) - drawing

Friends of the Library Report: Barb Parsons

Strategic Plan Committee Report - Cynthia

OLD BUSINESS

Preventative Maintenance for Boiler and AC - see AP Plumbing email attachment

NEW BUSINESS

GUEST COMMENTS

VISITORS TO BE EXCUSED

EXECUTIVE SESSION

RETURN TO REGULAR SESSION

ADJOURNMENT