

MAXWELL MEMORIAL LIBRARY

Board of Trustees Meeting Agenda

April 19, 2021

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 April 16th 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: March

George Mango - Statement of Revenue and Expenditures Balance Sheet for March 2021 - Trustee approval needed

Finance Committee: Upstate Financial Acct Update

Americu Acct Canceled - \$10 moved to library petty cash

Director's Report: Trustee approval needed

Meeting with Fairmount

Sally Retirement

Collection Development Policy & Request for Reconsideration Form

Youth Services Report: Trustee approval needed

President's Reports: Lucille Adorante

April Board Calendar

Discussion on Webinar "What Every Trustee Should Know"

Next meeting - May 17th at 6

Friends of the Library Report: Barb Parsons

Strategic Plan Committee Report: Cynthia

Board Evaluation Committee: Megan

Buildings & Grounds Committee: George, AP Plumbing proposal, side door quote

Fundraising Committee: Alyssa - Basket Drawing; fundraising webinar on the 22nd "Beyond the Book Sale"; meeting to follow that webinar

OLD BUSINESS

May 1st fully opened (no appointments)

Audit - Mike Lisson, \$6,000, last fiscal year plus 6 months this fiscal year

NEW BUSINESS

New board member onboarding procedure discussion

GUEST COMMENTS

VISITORS TO BE EXCUSED

EXECUTIVE SESSION

RETURN TO REGULAR SESSION

ADJOURNMENT