

MAXWELL MEMORIAL LIBRARY

Board of Trustees Meeting Agenda

Annual Meeting

October 25th, 2021 NOTE: This meeting will be held in person.

CALL TO ORDER

VISITOR ACKNOWLEDGMENT AND WELCOME--NOTE: Visitors should email director@maxwellmemoriallibrary.org no later than October 22nd by 4 PM with their request to attend.

REPORTING

Reading and Approval of Last Annual Meeting Minutes (Oct 19, 2020).

Treasurer's Report: George Mango

Total Revenue

Total Expenses

Excess Revenue Over Expense

Director's Report: Alyssa Ali

President's Reports: Lucille Adorante

Reappointment of Trustees for 2021 - 2022

Board Officers for 2021 - 2022 and terms

OLD BUSINESS

NEW BUSINESS

ADJOURNMENT

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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

Director's Report: Trustee approval needed

Youth Services Report: Trustee approval needed

President's Reports: Lucille Adorante

Annual Appeal Update

October Board Calendar

Next meeting - Nov. 15th at 6 pm

Fundraising Committee: Barb and Lucille

Tree Drawing

Friends of the Library Report: Sally; George to attend the November meeting

Strategic Plan Committee Report: Cynthia

OLD BUSINESS

Audit

NEW BUSINESS

2021 - 2022 committee participation

Clergy Meeting - Marcia

Money from W. Genesee

Staff Christmas Celebration

Staff retirements

Approve changes to Employee Handbook

Approve Circulation Policy

GUEST COMMENTS

VISITORS TO BE EXCUSED

EXECUTIVE SESSION

RETURN TO REGULAR SESSION

ADJOURNMENT