

# MAXWELL MEMORIAL LIBRARY

## Board of Trustees Meeting Agenda

September 19, 2022 at 6:00pm

1. Call to Order
2. Visitor Acknowledgment and Welcome
3. Approval of the August 15, 2022 Board Meeting Minutes
  - a. Trustee approval needed
4. Treasurer's Report - George Mango
  - a. July Statement of Revenue and Expenditures - corrected version from last month's meeting
  - b. August Statements of Revenue and Expenditures, Balance Sheet, Statement of Profit and Loss, Bank Balance
  - c. Trustee approval needed
5. Director's Report – Jennifer Burke
  - a. Trustee approval needed
6. Youth Services Report – Melissa Lewandowski
  - a. Trustee approval needed
7. President's Report – Marcia Wickert
  - a. Trustee approval needed
  - b. 2023 Calendar
8. Friends of the Library Report - Jennie Groth
9. Fundraising Committee - Barb Parsons
10. Finance Committee - George Mango
  - a. Draft Budget for 2023 - Trustee approval needed
  - b. Draft Investment Policy
11. Building & Grounds Committee - George Mango
12. Old Business

a. Off-Site Incident Procedure

13. New Business

a. Holiday Party

14. Guest Comments

15. Adjournment