AGENDA

Ballston Spa Library Board Agenda

Date | time November 8, 2021 | 6:30 pm

# Board Members: Lori Acee, Jim Carter, Linda Gawrys (Secretary), Andy (Andrea) Manion (President); Andrea Simmons (Librarian), Meredith Tower (Treasurer); Christine Fitzpatrick (Village Trustee, Commissioner of Library)

| Time | Item | Owner |
| --- | --- | --- |
| 6:30  6:32 | Greetings, call to order  Approval of last meetings minutes | Andy  Andy |
| 6:35 | Treasurer’s Report   1. Clerk’s Fund – money raised through donations. Projects decided   on by clerks.   1. Library Fund – used to fund library programming 2. Bequests 3. Donations | Meredith |
| 6:40 | Librarian’s Report   1. Circulation Statistics 2. Monthly audit 3. Programming | Andrea |
| 6:45 | **Old Business**  A) Action items from meeting in October  **General Library items**  A) Staff update  B) Library – needed repairs  1) Hole near soffit – elevator room  2) side entry interior wall damage  3) Flooring replacement to be put in with staff bathroom quote  C) Petty Cash procedures |  |