AGENDA

Ballston Spa Library Board Agenda

**Date | time September 13, 2022| 6:30 pm**

# Board Members: Lori Acee (secretary), Jim Carter, Michael Healey; Andy (Andrea) Manion (President); Andrea Simmons (Librarian), Meredith Tower (Treasurer)

| Time | Item | Owner |
| --- | --- | --- |
| 6:306:35 | Greetings, call to orderApproval of last meetings minutes | Andy |
|  | Treasurer’s Report1. Clerk’s Fund – money raised through donations. Projects decided

on by clerks.1. Library Fund – used to fund library programming
2. Bequests
3. Donations

 C) Balance of Village allocation ($10,000 yearly)  D) Develop a monthly system for delivering library bank deposits and library program invoices to the Treasurer | Meredith |
|  | Librarian’s Report1. Circulation Statistics
2. Monthly audit
3. Programming update

1) summer reading update2) program development – evening book club1. Monthly Staff Meeting update

**Old Business**A) August action items & items tabled from the last meeting**General Library Items**A) Accept resignation letter from Meredith Tower from the Library BoardB) Discuss board vacancy and possible candidatesC) Asbestos testing update D) Plan to address issues that can be remedied now (furnace pipe)E) Friends of the Library updateF) Master Plan Grant committee update G) NY Forward Grant (village is applying for this) H) Review and possibly revise library board bylaws I) Establish an updated donation policy (monetary, and other items)    | AndreaBoardBoardAndy & boardAndreaAndy & boardAndyLori, Andrea & AAndyMike, JimMike, Jim |