

# AGENDA

## Ballston Spa Library Board Agenda

*Date | time* January 11, 2022 | 6:30 pm

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Board Members: Lori Acee, Jim Carter, Linda Gawrys (Secretary), Andy (Andrea) Manion (President); Andrea Simmons (Librarian), Meredith Tower (Treasurer)

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<b>Time</b>	<b>Item</b>	<b>Owner</b>
6:30	Greetings, call to order	Andy
6:32	Approval of last meetings minutes	Andy
6:35	Treasurer's Report	Meredith
	A) Clerk's Fund – money raised through donations. Projects decided on by clerks.	
	B) Library Fund – used to fund library programming	
	1) Bequests	
	2) Donations	
6:40	Librarian's Report	Andrea
	A) Circulation Statistics	
	B) Monthly audit	
	C) Programming	
6:45	<b>Old Business</b>	Andrea & board
	A) Action items from December Meeting	
	B) Friends of Library document of understanding	Andrea/Andy

### **General Library items**

- A) Staff update
    - a) substitute clerks found
    - b) Staffing schedule – move to permanent/monthly scheduling
      - 1) discuss process for clerks having a permanent sch. –
  - B) Update on Library Presentation (Andrea) at Village Board Meeting on 1/10.
  - C) Changes to the children's area of the library.
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**Time**    **Item**

**Owner**

D) Update on architect Paul Mays & library tour

E) Intern update

F) Budget process

    a) Capital projects for 2022

G) Library Programming Update – diversify library programming

H) Diversifying library purchases/diversify