

# AGENDA

## Ballston Spa Library Board Agenda

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

Board Members: Lori Acee (secretary), Jim Carter, Andy (Andrea) Manion (President);  
Andrea Simmons (Librarian), Patty Tesch

Time	Item	Owner
6:30	Greetings, call to order	Andy
6:35	Approval of last meetings minutes	
	Treasurer's Report	
	***** Andrea will report on balances until new treasurer in place	
	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	
	C) Balance of Village allocation (\$10,000 yearly)	
	D) Invoices and deposits to treasurer from Andrea	
	E) Confirm all summer/Sept. programming has been paid	
	Librarian's Report	Andrea
	A) Circulation Statistics	
	B) Monthly audit	
	C) Programming update	
	1) summer reading update	
	2) program development – evening book club	
	D) Monthly Staff Meeting update	
	<b>Old Business</b>	Board
	A) September action items	
	<b>General Library Items</b>	Board
	A) Welcome Patty Tesch	
	B) Election of new treasurer	

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Time	Item	Owner
	C) Welcome Sara Dallas	
	d) Discuss board vacancy and possible candidates	Andy
	C) Asbestos testing update	Andrea
	D) Plan to address issues that can be remedied now (furnace pipe)	Andy & board
	E) Friends of the Library update	Andy
	F) Master Plan Update	Lori, Andrea & A
	1) Solomon Grant progress	
	2) Fundraising information gathering meeting 10/27	
	G) Review and possibly revise library board bylaws	
	H) Establish an updated donation policy (monetary, and other items)	
	I) Discuss book sale location in library/clarifications	
	1) Are we accepting donations?	
	2) What is the donations policy?	
	3) Space concerns?	
	4) Appropriateness of the current location? (this was formerly collections space)	

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