

# 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
6:30	Greetings, call to order	Andy
6:35	Approval of last meetings minutes	
	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	
	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	
	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>	
	A) August action items & items tabled from the last meeting	Board
	<b>General Library Items</b>	
	A) Accept resignation letter from Meredith Tower from the Library Board	Board
	B) Discuss board vacancy and possible candidates	Andy & board

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<b>Time</b>	<b>Item</b>	<b>Owner</b>
	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 Grant committee update	Lori, Andrea & A
	G) NY Forward Grant (village is applying for this)	Andy
	H) Review and possibly revise library board bylaws	Mike, Jim
	I) Establish an updated donation policy (monetary, and other items)	Mike, Jim

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