

# AGENDA

## Ballston Spa Library Board Agenda

*Date | time* November 8, 2021 | 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); Christine Fitzpatrick (Village Trustee, Commissioner of Library)

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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>	
	A) Action items from meeting in October	
	<b>General Library items</b>	
	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	

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