

STEWART B. LANG MEMORIAL LIBRARY

MONTHLY BOARD MEETING AGENDA

Date & Time: Monday, June 14, 2021 @ 7:00 AM

1. CALL TO ORDER AND ROLL CALL
2. ADOPTION OF AGENDA
3. APPROVAL OF PRIOR MEETING MINUTES
4. DIRECTOR'S MONTHLY REPORT
5. TREASURER'S MONTHLY REPORT
6. COMMITTEE REPORTS:
 - a. Planning Committee (Caryl, Kitty & Birgit)
 - b. Finance Committee (Cathy & Nancy)
 - c. Facilities Committee (Jerry & Jim)
 - d. Personnel Committee (Maryanne & Anne)
7. OLD BUSINESS
 - a. Form 990EZ late filing penalties (tax years 2018 and 2019)
 - b. Long Range Plan of Service
 - c. Extending back entry canopy (on hold)
 - d. Replacing front door lockset (on hold)
 - e. Inaccurate QuickBooks "Profit Loss Budget vs Actual" reports
 - f. 1st Quarter 2021 Budget vs Actual Report (deferred from April)
 - g. Sexual Harassment self-training (notify Gayle of completion before October)
8. NEW BUSINESS
 - a. Election of new trustee Mary Begley (completion of Caryl's term, expires 12/31/2023)
 - b. Election of Mary Begley to Treasurer position (effective July 1st)
 - c. Review and update of Sexual Harassment Policy
 - d. Disposal of expired records (volunteers to help Gayle)
 - e. Discussion on providing health insurance for Gayle
9. PUBLIC COMMENT PERIOD (3 to 5 minutes per person)
- 10 OTHER BUSINESS
11. DATE OF NEXT MEETING: July 05, 2021
12. ADJOURNMENT