

Abbott Memorial Library

Agenda for November 13, 2017

Approve Agenda

Approve Minutes of October 16 meeting

Reports

Librarian (incl. cataloging progress)

Building & Grounds

Treasurer (incl. Budget & Appropriation Request for Town Report)

Development (incl. fundraising letter)

Outreach (incl. programs for winter)

Chair (incl. website improvement, Vermont Reads programming)

Old Business

Art & Artifacts work

New Business

From November Trustees' Calendar:

Review preliminary coming year operating budget

Send out fund raising letter & set up thank you system (Development & Board)

Draft of narrative annual report to Board for approval—written by Chair

Next meeting: Dec. 18, 2017 with Party?

Adjournment