

**Edison Township Free Public Library**

**Board of Trustees Meeting Agenda**

**PROPOSED AGENDA**

**Date:** 10/12/21

**Time:** 7:00 pm

**Place:** Municipal Complex

---

1. Call to order

- A. Salute to Flag
- B. Open public meeting statement
- C. Roll call – attendance

2. Approval of minutes

- A. September 14, 2021 – Regular Session
- B. September 14, 2021 – Closed Session
- C. August 10, 2021 – Closed Session

3. President’s Report

4. Financial reports

- A. Financial Reports
  - a. September 2021 Reports
  - b. Operating Account
  - c. Capital Account

5. Director’s Report

- A. Trustees Monthly Check-in, October 14, 2021 at 7PM
- B. Holiday Party – Library Board/Staff
- C. Director’s Vacation October 30-November 6
- D. Audit

6. Library Board Committees

- A. Facilities (includes Bookmobile)
- B. Finance
- C. Materials Review
- D. Personnel
- E. Policies & Bylaws
- F. Strategic Planning

7. Unfinished Business

8. New Business – Action Items

- A. Resolution to approve bills dated October 14, 2021 in the amount of \$77,778.29

- B. Resolution to transfer \$22,554. From the Capital Account to the Operating Account
- C. Resolution to approve a professional contract for an accountant to review and oversee the Library's finances and accounting system

9. Public Comment

10. Announcements

11. Closed Session (If Necessary)

- A. Resolution to go into closed session
- B. Items to be acted upon, if necessary

12. Adjournment

- A. **Next Regular Meeting: Tuesday, November 9th – Municipal Complex**