

Boston Free Library

9475 Boston State Road * Boston, New York * 14025



Board of Trustees Annual Meeting

Tuesday, December 6th

Call to order at: 6:00 PM

- I. Review and approval of June, July and August meeting minutes
- II. Treasurer's Report
- III. Report of the Director
 - a. Budget and Staff Updates
 - b. NYS Construction Grant Submission and Update
 - c. Statistics
 - d. Building Maintenance and Estimates
 - i. Railing and Gutters
 - e. Book Sale Final Report
 - f. Policies
 - i. Exhibits and Displays
 - ii. Disaster/Emergency Response Plan
 - g. Holiday Closing – Veterans Day 2023
 - i. Legal Holiday is Friday, Actual Holiday is Saturday
- IV. President's Report
 - a. Virtual Meetings Requirements
 - b. Trustee Education
 - i. Requirements for 2023 and Self-Assurance System
 - c. 2023 Meeting Schedule
 - i. February – Policy Updates
 - ii. June – Annual Meeting for Consistent Trustee Terms – Education Day
 - iii. Floating Meeting in July or August for the Contract
 - iv. September – Fundraiser, Book Sale, Gala Planning, Maintenance Updates
 - v. November – Final Meeting of the Year – Financial Wrap Up
- V. Old Business - None
- VI. New Business - None
- VII. Adjournment

Reminders:

All resolutions must be dated and numbered. Policy review resolution should be sent to BECPL Human Resources department once completed as well.

2023 Meeting Schedule:

February 7th June 6th July/August TBD September 12th November 7th

T: (716) 941-3516 * Email: bos@buffalolib.org *
Member of the Buffalo & Erie County Public Library