

Craftsbury Public Library Board of Trustees Meeting Agenda

Annual Meeting

Date: Monday, January 2, 2022 6:00 PM

Annual Meeting

- Elect new trustees
- Elect officers as needed- 2 yr term President, Vice-President, Treasurer

Trustee training options- Susan

Approve minutes of last meeting

Financial report- Christina?

Librarian's report- Susan O.

Employee review- clarification

Organize working groups

Thank you note writing

Review Public Library Report Working Group reports-

- Solar

January	Annual Meeting Elect officers as needed- 2 yr term Organize working groups Review building insurance	June	Report on summer plans Plan book sale
February	Review mission/goals/objectives Review bylaws and policies- every 2 years Prepare for Town Meeting Review Public Library Report	Sept.	Review progress on goals
March	Fundraising goals Revisit budget after Town Meeting Plan for National Library Week	Oct.	Form nominating committee Write trustee fundraising letter
April	Plan barn dance Plan plant sale Plan book sale Town Officer's Conference	Nov.	Nominating committee presents slate Plan fundraising letter mailing Evaluate Library Director Personnel committee sets salary Budget committee set budgets
May	Grounds and building committee report Plan Antiques and Uniques	Dec.	Vote on salaries & budget proposal Appropriation request to Town Clerk Library Report to town by Librarian