

**Forbush Memorial Library
Board of Trustees
Meeting Agenda
December 8, 2011, 5:00 pm.**

RECEIVED
2011 DEC -1 AM 10:50
TOWN OF WESTMINSTER

Call to Order, approval of Minutes of November 10, 2011

Signing of warrant for November bills

Correspondence

Director's report

Donations

Ryan Patrick Jones Foundation, \$1,000 for youth programs, thank-you sent
Google, Inc., via MLS: 2 new red book trucks, no cost

Volunteers

Patrick Warriner and Henry Harrington to watch non-fiction area

Collections

Magazine collection edited, annual renewal ordered
Repairs underway on last volumes for Hurd Room

Programs

Santa Visit & Bake Sale: Saturday 12/3, Kindig Room
Staff party pot luck: Wednesday, December 14, noon, staff room

Building

Otis Co., inspection of elevator
Keith Honkala scheduled for tree trimming/gutter cleaning after freeze
Westminster Food Pantry collection box placed in Children's Room

Old Business

Long Range Planning Committee Report
Results of focus group meeting
Survey review
Review of goals for director's 6 month evaluation

New Business

Review draft of FY2013 budget
Set 2012 Trustee meeting dates

Adjournment