

**Lane Memorial Library  
Board of Trustees Meeting  
December 20, 2023  
6:00 PM  
Agenda**

**A. Call to Order**

**B. Attendance**

**C. Officer's Reports**

- a) Secretary
- b) Chairperson
- c) Treasurer

**D. Librarian's Reports**

- a) Director
- b) Monthly Financial
- c) Patron Services
- d) Bibliographic Services

**E. Old Business**

None

**F. New Business**

- a) Staff – Community Experience Librarian's resignation
- b) Finance
  - (i) Approve going away gift
  - (ii) Encumber 2023 carry forward funds
- c) Building and Grounds – Approve 2024 library holiday schedule
- d) Other – Approve 2024 Trustee meeting schedule

**G. Acceptance of Donations**

November donations, grants, contribution by the Friends etc. \$11,665

**H. Summary of Decisions Made**

**I. Next Meeting-** January 17, 2024

**J. Adjournment**