

**BROOKS MEMORIAL LIBRARY**  
**Finance Committee Meeting Minutes**  
**Monday—July 13, 2020 5:00 PM**

Call to Order / 5:00PM Meeting concluded / 5:30 PM

Virtually present: Jenny Rowe, Leo Schiff, Sirkka Kaufman, John Woodward, Joyce Marcel, Starr LaTronica

- Annual Appeal:

Joyce asked whether the committee would support the annual joint Friends-Trustees appeal this year, and the committee agreed. Joyce proposes to have the letter out in September. Joyce will work on a draft.

- Library accounts to QuickBooks Online:

Jenny will meet with Adam at the library to finish up the fiscal year, then the migration will happen with Marilyn's assistance.