

**BROOKS MEMORIAL LIBRARY BOARD OF TRUSTEES**  
**BOARD AGENDA FOR DECEMBER 11, 2012 –4:45 PM.—MEETING ROOM**

1. Call to Order / 4:45 PM.
1. a. **Tour of Children's Library for Trustees**
1. b. Agenda/Changes or additions
2. Minutes of **NOVEMBER 13, 2012**
3. **Old Business**
  - A. Committee Reports
    1. **Asset Development Committee.**
      - Treasurer's Report November --Stephen
      - Planned Giving brochure draft
    2. **Fine Arts Committee**
      - December Meetings—Ken/Elizabeth T
    3. **Building/Grounds Committee**
      - November 29 meeting —Pam/Sandy
      - Exterior door project update
    4. **Technology Committee.**
      - Catamount Library Network update
      - Vermont Fiber Connect update
    5. **Friends of the Library**
      - November meeting—Wayne
      - Holiday Booksale December 7-8
    6. **Strategic Plan progress**
      - Community Service Fair, November 14,report
  - B. FY 2014 Budget update.
4. **New Business**
  - A. Trustees whose terms expire March 2013: Stephen (2<sup>nd</sup>); Jane (unexp.); Pam (unexp.)
  - B. Staff New Year Appreciation: Friday, January 4 or 18.
  - C. Review of Annual Public Library Report FY 2012.
  - D. Gifts, donations, grants received: 1. Schwab Trades BOUGHT, Sapient Corp, 600 @\$11.507, \$6900.42; , Wells Fargo, 20 @ 33.2241, \$7973.78; PNC Finl, 250@55.9658, \$14006.45 2. SOLD – NONE 3. Qtr transfer to BR accounts \$4875.
  - E. Library director; Reference Librarian Reports; Children's Room Programs' Report; Library Statistics----- Questions.
5. **Adjourn.**

**CONTENTS**

1. Minutes of **NOVEMBER 13, 2012**
1. a. Building & Grounds Committee Notes 20121129 + Notes from Tour
1. b. Fine Arts Committee Notes, 20121205
1. c. Strategic Plan Committee Notes 20121114
1. d. Asset Development Committee Notes 20121126
2. Library director's Report November 2012, & Events Calendar December/January
3. Children's Room Report November 2012
4. Reference Librarian's Report November 2012
5. Treasurer's Report FY 2013
6. Endowment and Investment July 1, 2012 to YTD.
7. Town Budget Expenditures & Revenues July 1, 2012 to YTD.
8. Library Statistics YTD
9. Strategic Plan Progress Report 20121114
10. Annual Vermont Public Library Report Summary—Services & Financial (Vt. Department of Libraries)
11. Library flyers