Monthly Meeting Agenda of the Board of Trustees  
Tuesday, December 10 2019 – 7:00PM

1. Meeting called to order by:_____________________________ Time:________________

2. Flag Salute

3. Sunshine Notice: Adequate notice of this meeting has been advertised in the Berlin Sun and the Camden Courier Post. Notice of this meeting has been advertised on the bulletin board of MFML and the website of the library indicating the date, time and location of the meeting.

4. Swearing in of Patricia Palmieri as an alternate to the Berlin School Superintendent  
   Oath of Office Administered by:________________________________________

5. Roll Call: N. Grover__________, M. Wilkinson__________, D. Schuenemann:__________, 
   C. Hoffmann__________, R. Foster__________, MK Albertson__________, K. Cunningham__________, 
   Mayor Bilella__________, Dr. Campisi__________

6. Also present: __________________________________________________________

7. Approval of the Minutes of the Board meeting on November 5, 2019 as per email distribution.  
   Motion:_______________________ Second:_______________________ (RCV)

8. Report of the Friends: Friend’s President or Designee


10. Privilege of the Floor: Anyone wishing to address the Board of Trustees please state your name, address and affiliation before speaking.  
    Motion to close:_______________________ Second :_______________________ (RCV)

11. Treasurer’s Report: Christina Hoffmann, Treasurer  
    a. MFML Operating /Checking Account $______________________
    b. MFML Payroll Account $______________________
    c. Capital Reserve Account $______________________

    Motion to receive and approve treasurer’s report_______________________ Second: __________________ (RCV)

12. Financial Report: Christine Flynn, Director  
    a. Receipts for the month of November, 2019 $______________________
    b. Disbursements for the month of November, 2019 $______________________
c. Total Year-to-date expenses $________________

Motion to receive and approve financial report_________________ Second: ___________________ (RCV)

13. **Director and Committee Reports:**
   a. **Buildings and Grounds**
      i. Update on hotel doors
      ii. Fence
      iii. Construction Bond update
   b. **Finance Committee**
      i. 2020 Preliminary Budget
      ii. Change payroll to bi-weekly
   c. **Library Programs**

14. **Old Business**
   a. Revised Trustee By-Laws

Motion to accept revised trustee By-laws:_____________________Second:_____________________(RCV)

15. **New Business**
   a. Acknowledgement of volunteer permanent staff

16. **Privilege of the Floor:**

   Motion to Open Privilege of the floor to the public: ____________Second:______________ (RCV)

   Anyone wishing to address the Board of Trustees please state your name, address and affiliation

   Motion to close:____________________ Second:______________(RCV)

17. **Motion to adjourn:**___________________________ Second:____________________(RCV)

**Next meeting, January 14, 2020**