

**Saugus Public Library
Board of Trustees
Agenda
December 3 Virtual Meeting**

Michael Sullivan- Chair
Laura Flynn-Trustee
Gail Murray – Trustee
Andrea Bell—Trustee
William Ferringo - Trustee

Posting Date: November 30, 2020
Meeting Date: December 3, 2020
Time: 6:00 PM
Place: **Virtual Meeting (State of Emergency Exemption)**

Join Zoom Meeting
<https://us02web.zoom.us/j/4591581252>

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Posted By: Michael Sullivan, Chair, Board of Trustees

Meeting Agenda:

1. Call to Order
2. Roll Call
3. Approval of the Minutes for the November Meeting
4. Public Comments
5. Monthly Financial Statement
6. Library Director's Report
7. New Friends of the Saugus Public Library Comments
8. New Business
 - Fiscal Year 2022 Budget Update

- Holiday Celebration for Staff
- Two open officer positions—Vice Chair and Secretary

9. Adjournment

**Saugus Public Library
Board of Trustees
Minutes
December 3 Virtual Meeting at 6 PM**

Michael Sullivan- Chair
Laura Flynn-Trustee
Gail Murray – Trustee
Andrea Bell—Trustee
William Ferringo
Trustee

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Posted By: Michael Sullivan, Chair, Board of Trustees

Meeting Agenda:

1. Call to Order—**meeting commenced at 6:05 PM.**
2. Roll Call—**present—Trustees Murray, Sullivan, Flynn, Bell and Ferringo, none absent**
3. Approval of the Minutes for the November Meeting—**motioned by Murray, seconded by Flynn, approved unanimously**
4. Public Comments—**one member of the public misses the Library being open**
5. Monthly Financial Statement--**see report—approximately 40% of fiscal year budget spent so far.**

6. partial reopening might be delayed until Spring, PPE supplies, staff development training

7. New Friends of the Saugus Public Library Comments--**none**

8. New Business

- Fiscal Year 2022 Budget Update—**no budget numbers yet for 2022, expect level funding given no major changes**
- Holiday Celebration for Staff—**board approved spending up to \$400 for staff holiday meals, motioned by Flynn, seconded by Bell, approved unanimously**
- Two open officer positions—Vice Chair and Secretary—**Chair Sullivan reviewed the responsibilities of each open position**

9. Adjournment—**meeting adjourned at 6:37 PM, motioned by Bell, seconded by Murray, approved unanimously**