

**James E. Nichols Memorial Library  
Board of Trustees Meeting  
Monday, Jan. 22, 2024 @ 10:00 am**

- I. Call to Order**
- II. Approval of Minutes:** Dec. 18, 2023 Meeting & Jan. 4, 2024 Special Meeting
- III. Order of Agenda and Additional Items**
- IV. Chairperson's Report**
  - A. Reports, Statements, Invoices, Checks Written
  - B. Trustees follow protocol - being in the library and communication with Library Director
  - C. Library Card Application
  - D. Contact with Christopher Williams, architect
  - E. Library Hours & Holidays closed - President's Day 2/19 & Memorial Day 5/27
  - F. Filing candidates run for office Jan. 24 - Feb. 2
  - G. Town Meeting - March 12 & 13
- V. Treasurer's Report**
  - A. December Monthly Report & Bank Statements
- VI. Librarian's Report**
  - A. State Reporting
  - B. 1st Amendment Audit Preparation
  - C. Janitorial Services
  - D. Lantern Outside
  - E. Bathroom
  - F. Refrigerator / Microwave Storage
  - G. Mango Safety / Security
  - H. Ring Camera
  - I. Locking Casters Bookshelf
  - J. Donation Places / Stickers
  - K. Altrusa Services
- VII. Building Committee Report**
  - A. Walkway Stones
- VIII. Policy Committee Report**
- IX. Non-public Session per RSA 91-A:3, II**
- X. Unfinished/Continue Business**
  - A. Google Drive for Minutes / Agenda & other documents
- XI. New Business/Other Business**
  - A. Strategic Plan
- XII. Adjournment**