

Newtown Public Library
201 Bishop Hollow Road
Newtown Square, PA 19073
610-393-7885
www.newtownlibrary.org

BOARD OF TRUSTEES
Thursday, December 20, 2019
Public Meeting: 7 p.m.

AGENDA

1. CALL TO ORDER:
2. ROLL CALL:
3. AGENDA:
 - 3.1. Consider approving the agenda
 - 3.2. Introduction of Guests & Trustee reappointment
4. MINUTES:
 - 4.1. Consider approving the minutes from the October 18, 2018 meeting
5. REPORTS
 - 5.1. TREASURER'S REPORTS:
 - 5.1.1. Consider approving the Treasurer's Reports
 - 5.2. DIRECTOR'S REPORT:
 - 5.2.1. Consider approving the Director's Reports
 - 5.3. FRIENDS OF THE LIBRARY LIAISON REPORT
 - 5.3.1. Consider approving the Friends of the Library Liaison Reports
6. NEW BUSINESS
 - 6.1. MOD Fundraiser updates
 - 6.2. 2019 Proposed Holiday Closings
 - 6.3. 2019 Board of Trustee Meeting Dates/Times
 - 6.4. Employee Handbook
 - 6.5. 2019 Proposed Budget
 - 6.6. New Banking Arrangements
 - 6.7. Proposal for Technical Services Coordinator to be FT
 - 6.8. Board Orientation Binder

7. OLD BUSINESS

7.1. Finance Policies

7.1.1. 2018-01 - Check Signatures Policy

7.1.2. 2018-02 - Invoice Processing Policy

7.1.3. 2018-03 - Cash Drawer/Deposit Policy

7.1.4. 2018-04 - Purchase Order Policy

7.1.5. 2018-05 - Accounts Payable Due Date Policy

7.1.6. 2018-06 - Procurement Card Policy

7.1.7. 2018-07 - Invoice Payment Prior to Board Approval Policy

8. BOARD COMMENT:

9. PUBLIC COMMENT:

10. ADJOURNMENT:

Next Meeting: TBD