**Agenda for Meeting of the Board of Trustees of the Manhasset Public Library**
**November 20, 2014**

**I. Attendance**

**II. Executive Session**

- Personnel & Legal
  - Actions

**III. Minutes**

- Approval of the Minutes dated October 23, 2014

**lV. Financial Report and Vouchers**

- Vouchers/ACTION
- Financial Review and new document format

**V. Administrative Reports and Statistics Reports**

- Director's Report
- Reference Department
  - Web Resources
  - Overdrive Statistics (e-books, downloadable audiobooks)
- Children's Department
  - Children's Library Statistics
  - Teen Zone
- Program Attendance Statistics

**VI. Old Business/Action List**

- Update – facility
- Computer Purchase /Grant update

**VII. New Business**

- Audit Management Letter approval
- Outreach efforts
- Digital/Archive project update
- Policy reviews