



**Prendergast Library Association Board of Trustees Meeting**  
**November 18, 2021 5:15 PM**  
**AGENDA**

<b>Topic</b>	<b>Presenter</b>	<b>Action</b>
Monthly meeting of the Board of Trustees called to order	President	
1. Public comment (3-minute limit per person)	President	
2. Consent Agenda - consent agenda items are considered to be routine and are acted on with one motion	President	Approval
a. Changes or additions to the agenda		
b. Approval of minutes of previous meeting		
3. Director's Report/Statistics	E.D.	Information
4. Fundraising Committee Report	E.D.	Information
a. T-Shirt Fundraiser	E.D.	Information
5. Nominating Committee Report	Committee Chair	
a. Board Applicants	Committee Chair	Approval
6. Treasurer's Report	Treasurer	Approval
7. Building Committee Report	Committee Chair	
a. Facility Plan	Committee Chair	Approval
8. New Business	President	
a. Internal Controls Policy	E.D.	Approval
b. Retention and Destruction Policy	E.D.	Approval
c. Local Vendor Policy	E.D.	Approval
d. Credit Card Policy	E.D.	Approval
e. Retiree Health Insurance Policy	E.D.	Approval
9. Unfinished Business	President	
10. Next meeting is December 16, 2021 place TBD	President	Information
11. Adjournment	President	Approval