

The Cyrenius Booth Library
25 Main Street, Newtown, CT 06470
203-426-4533

Board Meeting Notice & Agenda, April 9, 2024

A regular meeting of the Board of Trustees of the Cyrenius Booth Library will be held in the Meeting Room of the library on Tuesday April 9, 2024 at 7:00 p.m. Any business proper to come before the meeting will be discussed and acted on including:

1. Roll call
2. Consideration of the minutes of the previous meeting
3. Public Participation
4. President's announcements
5. Treasurer's Report
6. Report of the Library Director
7. Committee reports, including:
 - A. Governance Committee
 - B. Development Committee
 - C. Finance Committee
 - D. Building and Grounds Committee
 - E. Art and Historical Committee
 - F. Friends of the Library Liaison
 - G. Diversity, Equity, and Inclusion Committee
 - H. Executive Committee
8. Old Business
9. Unfinished Business
 - A. Discussion and possible action on an amendment to the By-laws, as approved by the Governance Committee
 - B. Follow up on reconsideration of possible specific role for the DEI Committee
10. New Business
 - A. Discussion and possible action on requesting the next installment of the grant from the Friends

Per order of the President, Elaine Corbo

Betsy Litt, Board Secretary

If you are disabled, hearing impaired, require an interpreter or require assistance to attend this meeting, contact the Office of the First Selectman (203 270-4201) at least forty-eight (48) hours prior to the meeting.

ByLaws - Proposed revision to section 5.8 to conform with the duties set forth in the revised Financial Procedures Manual and to effect modifications suggested by the Treasurer,

Treasurer: The duties and responsibilities of the treasurer shall be:

- a. To serve as a member of the Executive Committee.
- b. To be the custodian of all moneys and funds belonging to the Library.
- c. To review the library staff's accounting of receipts, deposits, disbursements and investments monthly, and supervise the preparation of reports to the board of trustees.
- d. To present a written financial report on a current basis to the Board of Trustees at all regular monthly meetings and at the Annual Meeting.
- e. To coordinate the preparation of the annual budget with the library director and finance committee and liaise with town officials as required.
- f. To serve as President if the President, Vice President and Secretary – for whatever reason – are all not available.
- g. To perform such other actions and activities that are consistent with the title and position of Treasurer of the Board of Trustees