

Emma Andrews Library and Community Center, Agenda. July 20, 2023  
Meeting is at 5:30 pm, 77 Purchase Street

**AMENDED AGENDA as of July 19, 3:15pm**

1. Call to order

2. Roll call

3. Adoption/amendment to agenda

**4. Public Comment:**

**Note: All public comment shall be limited to two minutes per speaker and must be related to an agenda item below.**

**5. Approval of minutes of June 2023 meeting.**

**6. Report from the Mayor's Office on the building and equipment (including computer)**

**7. Correspondence**

**8. Report from the Association**

**9. Old Business**

- a) Review for approval: Previously submitted event proposals – to be reviewed by two-person committee. Two events have been submitted for work with children. Both have been responded to. **Question:** Who is on the event-approval committee?
- b) Finish the changes to the volunteer handbook and volunteer guidelines – Public room use policy approved by the City?  
Also: Book challenge and procedure.  
Review of circulation and collection?
- c) Event calendar accessibility and by whom.

**10. New Business**

Christmas Party

Tax work-off program

Report on current and recent events, issues and successes

Scheduled events for late summer, fall and winter 2023

Who is responsible for the signing for tax write-off?

Volunteer shift assignments

Other new business?

**11. Adjournment Public Commentary:**