Board of Trustees Meeting Agenda

6PM, August 19, 2025 at CCL, Earl Baker Conf Room

I. Call to Order (Kim, 5 min)

II. Approval of Minutes from June Meeting (Kim, 5 min)

III. Treasurer's Report (Peter) (5 min)

    A. Current Financials: Balance and Income Statement

IV. Director's Report/General Updates (Nancy) (10 min)

    A. Directors Reports, June Stats, July Stats
    B. Update: Social Media Policy

V. Board Items (Kim) (1h 20 min)

    A. Update: WP TWP Meeting (15 min)
        1. Key Take Aways/Actions
    B. Update: Roof Damage (15 min)
        1. HEPA Cleaners (Peter, Nancy)
        2. Insurance for off site activities (Nancy)
        3. HYS: Renovation Schedule (TBD)
    C. New Location Search (15 min)
        1. Review Spreadsheet, Real Estate Reports, Bookmobile options
        2. Keystone Grant Application (Nancy)
    D. Optimize space plan (Peter) (15 min)
        1. Review list of ideas (All)
        2. Honey Brook/Space Planner (Nancy)
        3. Program Room update (Kim)
        4. Partner w HYS on Keystone Grant for program room? (Kim)
    E. Misc & Process (20 min)
        1. Process change? Sept-Dec BOT Mtg Advance Review Docs: Agenda, Running List-Action Items, Board Calendar
        2. Board Training (Caroline)
        3. Board Officer Gmail (Peter)
        4. Annual Appeal 2025–Need Action Plan, Theme, Milestone Dates

VI. Important Dates (10 min)

    A. Board 101 training: October 25
    B. Annual Appeal Kickoff (early/mid Oct?)
    C. Fall Festival and Open House celebration for HYS on Sunday 12 October

VII. Adjournment

Next Board of Trustees Meeting Sept 16, 2025 Earl Baker Conf Room