

**BURLINGTON PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING**

November 2, 2021 6:00 pm

AGENDA

CALL TO ORDER

APPROVAL OF MINUTES – October 5, Regular Meeting

COMMUNICATIONS

1. Director's October monthly report:
 - 2021 Monthly Financial report

2. Incident reports:

UNFINISHED BUSINESS

1. Approval of bills
2. Discussion of weeds/discards and lost/missing items

OLD BUSINESS

1. Bad debt write-off
2. 2022 budget update

NEW BUSINESS

1. Restarting debt collection with Unique Management
2. Staffing/scheduling
3. Sarah's family leave

ADJOURNMENT

Next Trustees meeting date: December 7, 2021 6:00pm