# Library Director's Report Outline 11/4/2020

#### **Financial**

Director	No Petty Cash this Quarter		
Purchases	Expenses	Income	
Books: \$111.89			
DVDs: \$40.58			
Supplies: \$102.41			
Postage: \$11.00			
PPE Supplies: \$147.21			

Building Fund Donations total to date \$ 8,503.00

LLSA \$ 995.27

#### 4CLS

- 2021 4CLS Cost of Services Sheet pre-approval needed
- Annual Sexual Harassment Prevention
- Bi-Weekly Director Calls

### **Annual Report to the Community**

### **Daily Usage Report**

## **Upcoming Programs**

- Book Club meetings
- Bonnie Gale DEC Grant