Library Director’s Report Outline 07/06/2021

**Financial**

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| --- | --- | --- | --- |
| **Director** |  | **No Petty Cash Reported this Quarter** | |
| **Purchases** |  | **Expense** | **Income** |
| Books: $165.81 |  | Postage: $11.00 | Copy/Fax: $45.00 |
| DVDs: $68.18 |  | Supplies: $40.88 | Book fee: $9.59 |
| Supplies: $98.81 |  | Program: $43.20 | Book sale: $15.00 |
| Equipment: $60.98 |  | Maintenance: $20.79 |  |
| Utilities: $29.98 |  |  |  |

Building Fund Donations total to date $ 19,716

**Saturday Hours Proposal**

**Summer Reading Celebration – Build a Bear Quote**

**Upcoming Programs**

* Bonnie Gale Workshops: Jul 10, Sept 11, Nov 6, Dec 4
* Summer Reading Program: Jul 5 – Aug 20
* 2nd Tuesday Book Club

Notes for next meeting:

“Officially” fine-free

Add Pandemic Plan to Emergency Plan

Mandatory Leave Policy