

**PUBLIC NOTICE POSTING REQUEST**

TO OFFICE OF THE LANCASTER TOWN CLERK

TIME STAMP:

**ORGANIZATION**: Thayer Memorial Library

***X*** *Meeting* *Public Hearing*

**Date**: 09 December 2015 @ 630 PM

**Location**: Thayer Memorial Library, Trustees Meeting Room, Ground floor

**Purpose**: Monthly Meeting

**Requested** **By**: Emily J. Rose

***ALL MEETING NOTICES MUST BE FILED AND TIME STAMPED IN THE TOWN CLERK’S OFFICE AND POSTED ON THE MUNICIPAL BULLETIN BOARD 48 HOURS PRIOR TO THE MEETING.***

**THAYER MEMORIAL LIBRARY**

**Meeting Agenda**

09 December @ 630pm

* **Call Meeting to Order: Rose**
  1. Roll Call
  2. Adoption of the Agenda
  3. Approval of minutes of prior meetings: *November 2015*
  4. Next meeting date: 13 January 2015
* **Chair’s Report: Rose**
  1. Personnel
  2. Complete Trustee Manual Review
  3. Annual Administrative Calendar Draft
  4. Building Plant Committee
* **Library Director’s Report**: **Mulé**
  1. FY16 Monthly Budget Report
  2. Updates
* **New Business Rose**
* **Adjournment Emily**