



PUTNAM • ALACHUA • LEVY
PUBLIC LIBRARY COOPERATIVE

From the Gulf to the St. John's River

401 East University Ave. • Gainesville, FL 32601 • Tel. 352-334-3910

PAL GOVERNING BOARD MEETING AGENDA

DATE: MONDAY – September 18, 2017

TIME: 10:00 A.M.

**PLACE: ALACHUA COUNTY LIBRARY DISTRICT, 401 E. UNIVERSITY AVE.
GAINESVILLE, FL 32601**

- I. APPROVAL OF AGENDA**
- II. APPROVAL OF MINUTES**
- III. TREASURER'S REPORT – Mr. Kendall & Ms. Glennon**
- IV. ADMINISTRATOR'S REPORT – Ms. Glennon**
- V. UNFINISHED BUSINESS**
 - A. Request letter to Capital City to change bank account ownership
 - B. Request letter to ADP to remove old charge for IRA deductions
 - C. Letter to accountant officially terminating bookkeeping services on September 30, 2017
- VI. NEW BUSINESS**
 - A. Request to purchase a new QuickBooks account, owned by PAL
 - B. Request to consult Lora Douglas
 - C. Proposed PAL Budget for FY 2018
 - D. Approve new quarterly meeting schedule, link to website
 - E. Permission to attend the Florida Public Library Directors Meeting in Tallahassee in October.
- VII. ANNOUNCEMENTS**
 - A. Next meeting - Monday, November 20, 2017, 10:00 am at Bronson Public Library (600 Gilbert Street, Bronson, FL 32621)
- VIII. GOVERNING BOARD COMMENT**
- IX. LIBRARY DIRECTOR COMMENT**
- X. CITIZEN COMMENT**
- XI. ADJOURNMENT**