

<b>NOTICE OF PUBLIC MEETING</b>
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**NAME OF PUBLIC BODY –** Ventress Memorial Library Board of Trustees  
**DATE OF MEETING:** November 20, 2019  
**TIME:** **6:00 P.M.**  
**PLACE:** Ventress Memorial Library Historical Room

### **Agenda**

1. Call to Order
2. Approval of Minutes of October 16, 2019 Meeting
3. Director's Report
4. Announcements and Correspondence
5. FY 2020 Budget
6. Building updates – HVAC
7. Emergency Exit Policy - Pending
8. Set date for next meeting January 15, 2020 at 6 p.m.
9. Adjourn

*PLEASE NOTE THAT THE BOARD OR COMMITTEE MAY ACT ON ITEMS IN A DIFFERENT ORDER THAN THEY APPEAR ON THIS AGENDA. ALSO, IF IT SO VOTES, THE BOARD OR COMMITTEE MAY GO INTO EXECUTIVE SESSION DURING THE MEETING.*

*PERSONS INTERESTED ARE ADVISED THAT, IN THE EVENT ANY MATTER TAKEN UP AT THIS MEETING REMAINS UNFINISHED AT THE CLOSE OF THE MEETING, IT MAY BE PUT OFF TO A CONTINUED SESSION OF THIS MEETING, WITHOUT FURTHER NOTICE.*