



Administration:

- *Budget:* Finalized the draft budget and it was approved by the Finance Committee before going to the Board.
- *State Aid:* Working on the State Aid Report.
- *Evaluations:* Conducted two evaluations.
- *Branch visits:* Visited all branches. Also visited Quincy separately to meet with the Branch Manager.

Meetings:

I attended the following meetings:

- Sherwood Village meeting
- Sherwood Township meeting
- Altrusa meeting
- Regular staff meeting
- Anderson Elementary School Program in Bronson
- Coldwater Friends meeting
- Butler Township meeting
- Bethel Township meeting
- Had lunch with Tibbitts Opera House Executive Director
- Helped set up and participated in Literacy Council's 30th Anniversary Celebration
- Met with Kiwanis to discuss plans for 2017, mainly concerning literacy and how they can help

Submitted by Linda Lyshol