**Madison County Library System**

**Quarterly Report to the Administrative Board of Trustees**

**DATE**

**Submitted by:**

**Activities**

* Meetings
* Staff Development
* Training
* Etc.

**Programs, Services, & Collections**

Brief explanation of new programs, services or collections being offered

**Friends of the Library**

Any Friends activities (book sale, donation, etc.)

**Additional News**

Grants, donations, anything else you feel is of importance or noteworthy

**Personnel**

Any changes in personnel