

CENTRAL SQUARE LIBRARY
ADMINISTRATIVE BOARD MEETING
OCTOBER 10, 2017

The October meeting of the Board of Trustees of the Central Square Library was called to order by President Marylou Winks at 4:05PM. Members present were Sue Compton, Nick and Kelly Lotito, Alice Peron, Linda House, Sandy Menjik, Ann Plyter and Cindy Partrick

Agenda: Motion to approve by Linda with one addition, seconded by Kelly and approved.

Secretary's report: Motion to approve by Linda, seconded by Nick and approved.

Treasurer's report: Board discussion to change payroll service from Dave Anderson to Tax Time. Employees will decide whether or not to have direct deposit. Motion to approve change made by Linda seconded by Nick and approved. Motion to accept treasurer's report by Nick seconded by Linda and passed. A motion was made by Linda to roll over our CD's to our savings account as they come due. It was seconded by Nick and passed.

Director's report was read. It was decided at the annual meeting to charge about \$100 more a year for ebooks.

Friends' report: Fundraiser Oct. 28, tickets \$10. Board was encouraged to attend. November book sale planned. December cookie sale as well.

Business:

- Paving: Linda will contact Precise Paving for clarification on starting date and on where exactly they would be paving to blend with existing driveway.
- Incentive grant: Work is nearly complete. Cindy will issue report to the community via website and Chamber of Commerce via Alice.
- Website update will be finished by November.
- Annual Meeting: Main emphasis was community outreach, making the library the centerpiece of the community and bringing families and especially children into the library by making the facility more child-friendly. We discussed getting a new, round table and 8 chairs for the children's section. Nick suggested we set up a line item in the budget as a Children's Fund. We will also be putting a line item for programs in the budget to offer more programs next year for adults and children.
- Trash pick-up: We will ask Mickee to draw up a contract saying that she will take the library trash to the dump on her sticker. We will pay her the sticker price. A motion was made by Nick, seconded by Linda effective Jan. 1st and passed.
- Front steps and sidewalk in front of side door need repairs. We will contact masons for bids to be decided at the Nov. meeting.
- Accident: the library was hit by a truck and there was some brick damage as a result. A separate bid from a mason will have to be made for insurance purposes. The police report was filed.
- Corner light: We will contact an electrician to see about fixing the light on the corner of the building.

DATES: Oct. 12, OCLC meeting in Williamstown. Cindy and Marylou will attend. We will offer to host in May, 2018.

Motion to adjourn at 5:20PM was made by Linda, seconded by Nick and passed.

