

CENTRAL SQUARE LIBRARY  
ADMINISTRATIVE BOARD MEETING  
MAY 11, 2021

The May meeting of the Board of Trustees of the Central Square Library was called to order by President Marylou Winks at 4:00PM. Members present were Sandy Menjik, Alice Peron, Sue Comstock, JoAn Burghart, and Linda Barling. Also present were Ann Plyter and Cindy Partrick.

- I. AGENDA APPROVAL: A motion to approve the agenda was made by Nick, seconded by Sandy and passed.
- II. SECRETARY'S REPORT: A motion to approve the secretary's report was made by Sandy, seconded by Nick and passed.
- III. TREASURER'S REPORT: The CD is due for renewal. A motion to renew the CD for 15mths was made by Sandy, seconded by Sandy and passed. A motion to accept the treasurer's report was made by Nick, seconded by JoAnn and passed.
- IV. FRIENDS' REPORT: There was no report.
- V. DIRECTOR'S REPORT:
  - A. Chamber of Commerce scholarship: A motion to approve a \$500 scholarship was made by Sandy, seconded by Sue and passed. The selection will be made on May 26 at 2PM. Marylou and Cindy will attend. Dessert reception will be held on June 30 at 7PM.
  - B. A motion was made to send a \$200 scholarship to PV Moore High School by Alice,
  - C. Will Barkley's office will be sending brochures about the summer reading program.
  - D. Kids' gift bag give-aways are a success. The next one will be around the 4<sup>th</sup> of July theme.
  - E. Website construction is going very well. Michelle will be attending a workshop.
- VI. BUSINESS:
  - A. The lawnmower cost a bit more than budgeted. There is a 3yr. Warranty.
  - B. A motion to accept the change in the by-laws was made by Nick seconded by JoAnn and passed.
  - C. Zoom meeting about Report to the Community attended by Cindy. It emphasized that all legislators, village boards, county reps etc. need to receive one which Cindy already has been doing.
  - D. Trustee orientation Zoom meeting was attended by Linda and Sue. It outlined mainly what was in the handbook about responsibilities of a trustee.
  - E. The construction grant survey for NCLS will be completed by Cindy and/or Marylou.
  - F. Employee Evaluations have been done by Cindy. Cindy's evaluation will be done by Marylou, Sandy and JoAnn.
  - G. Reopening to patrons has been going really well. Everyone is glad we are open.
  - H. Thoughts for the future: We will try to have programs showcasing local businesses each month, book displays, coupons etc.
  - I. OCLC meeting May 13, 6:30 on Zoom. Marylou will attend.
- VII. ADJOURNMENT: Motion to adjourn at 4:47 made by Nick, seconded by Sue and passed.
- VIII. DATES: Next Meeting June 8. OCLC Meeting May 13, 6:30.

