

CENTRAL SQUARE LIBRARY
ADMINISTRATIVE BOARD MEETING
OCTOBER 12, 2021

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 Sandy Menjik, Linda Barling, Joann Burghart. Also present were Ann Plyter and Cindy Partrick.

AGENDA: A motion to accept the agenda was made by Linda, seconded by Joann and passed.

SECRETARY'S REPORT: A motion to accept the secretary's report was made by Joann, seconded by Linda and passed.

TREASURER'S REPORT: A motion to accept the treasurer's report was made by Sandy, seconded by Linda and passed.

DIRECTOR'S REPORT: Cindy reported that there have been many mistakes being made by Mickee that has jeopardized library function. There have also been patron complaints which are being documented. She has health problems that she has been putting off that may be a contributing to her performance deficiency.

We are lacking in sub assistants so Cindy posted on Facebook to hire a sub that may turn into a permanent position in the future. She received 2 applications only one of which has been returned. A motion to hire Heather Clark as a sub assistant was made by Sandy, seconded by Linda and passed.

Cindy informed us that STAT has merged with Boyle.

Cindy received an ion filter on loan from a patron to try to get rid of the mold odor in the basement. It worked so she will try it again. We discussed the possibility using air purifiers in the library, but the cost of filters is quite high.

NCLS has informed the libraries that no personal information should be in our computers like driver's license numbers. The assistants have been working on deleting them.

FRIENDS' REPORT: They did not meet.

BUSINESS: A. Annual Mtg. Emphasized the need to work with community groups to promote the library. Library should hold community outreach programs to address their needs and also to promote what the library does for the community. Michelle held a game at homecoming and gave away books for all age groups. On Oct. 31 local groups ie. Chamber of Commerce, Lion's Club, churches etc. will be holding a candy give-away at Goettel Park. Joann will be passing out our community surveys as well. On Oct. 29, the OASIS Tutoring program will be holding a tutor meeting in our community room. We will also continue our outreach to the schools once Covid is under control.

B. OCLC Mtg. One item of interest was whether or not to go fine free permanently. Most of the libraries are doing so. We will revisit the policy in January. Also, the libraries have stopped quarantining books brought back to the library.

C. Bob from Bob's Bees has started plugging up holes in the tree. He also wanted the number for Bob's Trees to coordinate tree removal that is supposed to happen in November.

D. There was no door update since Nick was absent.

E. Sandy collected the Board self-evaluation papers.

F. The board discussed renovations to the outside of the library. We would like to extend the landing between the front windows and bring the steps out several feet. We need to find out the zoning. We would also like an electronic sign.

G. Community surveys. Joann and Sue will work on revising the survey down to 5 questions , #5, 6, 7, 2 and obstacles keeping people away from using the library.

H. Trustee training: beginning Jan, 2023, trustees need to have 2 hrs of training per year.

DATES TO REMEMBER: Next board mtg. November 9; OCLC meeting will be here May 12, 2022 at 6:30.

ADJOURNMENT: A motion to adjourn was made by Sandy, seconded by Linda and passed.