

CENTRAL SQUARE LIBRARY
ADMINISTRATIVE BOARD MEETING
NOVEMBER 9, 2021

The November 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, Alice Peron, Sue Comstock, Linda Barling, and Joann Burghart. Also present were Ann Plyter and Cindy Partrick.

- I. AGENDA APPROVAL: A motion to approve the agenda was made by Sue, seconded by Alice and passed.
- II. SECRETARY'S REPORT: A motion to approve the secretary's report was made by Linda, seconded by Sue and passed.
- III. TREASURER'S REPORT: We asked that our insurance coverage be increased from \$400,000 to \$500,000 with a \$72.18 increase in premium. A motion to approve the increase was made by Sue, seconded by Linda and passed.
- IV. DIRECTOR'S REPORT: A. Halloween craft baskets were a success, 25 participated. Also going to do something for Christmas, maybe a coloring contest.
B. Becky Philips' fire pit was damaged in the tree removal, but they did leave her some fire wood. She wants us to call them and ask them to fix the fire pit. A motion was made to give Becky a \$25 gift card to a restaurant for her help. She took pictures and gave workers coffee.
C. The Chamber of Commerce is having a wine tasting in Feb. and is looking for donations. We suggested a Valentine's Day themed basket.
- V. FRIENDS' REPORT: None
- VI. BUSINESS: A. Tree and Bee removal was completed in one day. It was not a matter of if the tree would fall, but when. It was hollow. The beekeeper was able to remove the bees and hive together.
B. Door: The discussion is postponed until further notice. Nick is away for now.
C. The board survey is nearly complete. Sandy will coordinate the responses for discussion.
D. Community survey is ongoing. So far the responses have been mostly positive. The surveys taken at the Community Trunk and Treat on Halloween were positive. They have some ideas for improving services and programs. Joann, Sue and Linda are working on them. We also are taking surveys at the library.
E. Cindy will set up a small book sale shelf in the foyer.
F. NCLS updates: 1. Pauletter Roes is the new executive director.
2. Budget Basics workshop: We need to state in our petition what the requested increase is for. We need 25 signatures. In January, we need to start the campaign to promote budget vote. We can NOT ask people to vote for the budget. We can only educate them as to why we are going on the budget. Tax cap needs to be done before the budget is done, but it can be revised.
3. Compliance Tool Kit meeting is Nov. 18, 11-12:30. Marylou and Cindy will attend. Requirements need to be done by Dec. 31.
G. Budget meeting for officers and Cindy will be Dec.8 at 9AM at the library.
H. Sub-assistant training will be Nov. 10th at 10AM. Heather Clark, Marylou and Mickee will attend.

VII. DATES TO REMEMBER: Trustee training(board mtgs), Nov. 16, 5-6:30PM Zoom.
Compliance Initiative workshop, Nov. 18, 11-12:30PM Zoom
Budget meeting for officers and Cindy, Dec.8, 9AM at library
Next Board mtg. Dec. 14, 4PM at library.