

CENTRAL SQUARE LIBRARY
ADMINISTRATIVE BOARD MEETING
JUNE 14, 2022

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

I. AGENDA APPROVAL: A motion to approve the agenda was made by Sandy, seconded by Sue and passed.

II. SECRETARY'S REPORT: A motion to approve the report was made by Sue, seconded by Linda and passed.

III. TREASURER'S REPORT: It was suggested that we get a business credit card from the bank, with a \$5000 credit limit, as well as an Amazon business account to make it easier to pay the bills. A motion to accept the proposal was made by Sandy, seconded by Sue and passed. A motion to accept the treasurer's report was made by Sue, seconded by Sandy and passed.

IV. DIRECTOR'S REPORT: A. The budget passed with a 76% yes vote, the highest in the area. We will be getting \$60,000 this year.
B. Literary Coalition would like a donation. It promotes adult literacy. A motion was made by Sandy to send them \$50, seconded by Linda and passed.
C. Patrons love the 3 wk. loan period, but some glitches have to be worked out for new books.
D. Story hour is coming back in July. Programs are also coming back. A Zoom meeting about the Holocaust will be held in September. Cornell Co-operative Extension has a program that is relevant to our summer reading program, "Oceans of Opportunity".
E. Oswego County Covid numbers are going up, but patrons would like to see the plexiglas taken down. We still supply masks and hand sanitizer and covid tests. We have also been asked to be a designated cooling spot.
F. Summer Reading program sign-ups have started. It is designed to have a different theme each week and a craft. By the end, the kids will have read 1000 words. There will be a pizza party for those who finish. Ozzie Octopus will be moving around the library each week, somewhat like Elf on a Shelf, for the kids to find.
G. Chamber of Commerce scholarship awards given on June 22nd at the Legion. Cindy and Marylou will attend.

V. FRIENDS' REPORT: They will be having their first meeting on June 21st. There have been some people expressing an interest in joining.

VI. BUSINESS: A. Michelle reported that the Brewerton, Hastings and Cole elementary open houses she attended went very well and all have asked her to come back in the fall. Heather attended some with her and is also very interested in continuing. It was a great opportunity for networking and new families to the area have come into the library for cards as a result. Although Millard Hawk had already had their open house, they will be hosting BASCOL this summer and their director would like to bring the kids down to visit the library and hear a story. Hoping to get a Deep Sea Diver to attend their summer reading that would also go with our theme of "Oceans of Opportunity".
B. OCLC meeting: Cindy, Marylou and Michelle attended. 1. The passport program will be started again whereby adults and/or kids can visit 5 different libraries in Oswego County and have their

passports stamped. At the fall meeting, all the passports will be given in for a drawing, and prizes will be awarded.

2. Oswego County Fair will be Aug. 17- 22. A table will be set up with give-aways and anyone who would like to come and hold a story hour is welcome. Michelle will be there on Wednesday, the 17th from 5-7 to read.

C. Workshops: 1. Board Basics: one main point that was made was to make sure that the Charter and By-laws agree as to the number of trustees and voting members there are. A quorum is based on the number of trustees there are NOT on the number that are present at any given meeting. It is always one more than half of the trustees of record. It is also important to make sure that the trustee terms don't always expire in the same year.

2. Applying for a NY State Construction Grant: A decision must be made well in advance in order to have everything in place when the application becomes available. This means getting the estimates and deciding exactly what you want the grant to cover. Any work begun before Jan. 1st of the year when you are applying, will not be covered. However, you can start getting estimates. Dawn Vincent is willing to visit any library to give individual help. Also you can consult lib.guide through the NCLS website to see examples of what other libraries have done in the past for wording etc.

After some discussion, we thought that doing the front porch and steps, portico etc. to make it handicapped accessible would be where we should start. Dawn also has a list of contractors and architects used by libraries in the past so that we can find out which ones worked the best.

D. A change in our meeting time to 6PM was discussed. Since we had several absentees, we will wait to vote on the proposal in August.

F. Bathroom repair estimate. The floor under the toilet is soggy and it looks like the bolts have rusted out. A plumber was called and will be giving us an estimate soon. Also, the sump pump was fixed and the lock on the book drop was also fixed.

VII. DATES TO REMEMBER: Next Brd Mtg. August 9th; NCLS annual meeting Sept. 29.

VIII. ADJOURNMENT: A motion to adjourn at 5:10 was made by Alice, seconded by Sandy and passed.