

CENTRAL SQUARE LIBRARY  
ADMINISTRATIVE BOARD MEETING  
DECEMBER 13, 2022

The December meeting of the Board of Trustees of the Central Square library was called to order at 5:05PM by President Marylou Winks. Members present were Sandy Menjik, Alice Peron, Nick Lotito, Sue Comstock, Joann Burghart and Linda Barling. Also present were Ann Plyter, Cindy Partrick and Michelle Farrand.

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

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

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

IV. DIRECTOR'S REPORT: A. Zoom meeting about community involvement was not as informative as expected. B. Story hour is going well. C. Heather has contacted someone about putting up a crosswalk from Webb Ave. across Main St. Accidents are always happening there. Can't do anything until spring, but it is in the works.

V. FRIENDS' REPORT: A. The cookie sale didn't go as well as they hoped due to the weather. However, selling the leftovers during the week after is going really well. They may eliminate the one day sale next year. B. More Friends are needed. There are only 4 meetings a year.

VI. COMMUNITY INPUT: None

VII. BUSINESS: A. Budget Review: A motion to approve the salary portion of the budget was made by Nick, seconded by Sue and passed. There is a budget deficit. Heather and Michelle will look into grants. B. Proposed officers for 2023: President: Joann Burghart

Vice President: Nick Lotito

Secretary: Marylou Winks

Treasurer: Ann Plyter

Finance Officer: Linda Barling

C. Policy changes and additions: 1. Trustee Education Policy: A motion to accept the policy was made by Nick, seconded by Joann and passed. 2. A motion was made by Joann to pay employees for their scheduled hours when the library is closed for a holiday. Seconded by Joann. The motion passed with 6, yes votes, and 1, no vote. 3. The Director will present a list of holiday closures for board approval at the December board meeting for the following year. A motion to accept was made by Nick, seconded by Sue and passed.

D. Logo: Scott is working on ideas. It will cost around \$300. He will be invited to present ideas during a board meeting.

E. Sign: Cindy and Nick have researched costs of signs and companies used in the community and found that \$16,000 will be a reasonable price.

F. Long Range Plan Committee meeting Dec. 27 at 1PM

VIII. DATES TO REMEMBER: Next meeting: January 10, Trivia: Dec. 15, 6PM., Dec. 27, long range plan committee mtg. 1PM., Jan. 11 and 12 Trustee training mtgs. 2PM and 6PM Zoom

IX. ADJOURNMENT: A motion to adjourn the meeting at 6:13PM was made by Nick, seconded by Joann and passed.