

CENTRAL SQUARE LIBRARY  
ADMINISTRATIVE BOARD MEETING  
JUNE 13, 2023

The June meeting of the Board of Trustees of the Central Square Library was called to order by President Joann Burghart. Members present were Nick Lotito, Marylou Winks, Alice Peron, Linda Barling, David Fries, and Sue Comstock. Also present were Ann Plyter, Cindy Partrick, Michelle Farand and Donna Keener.

I. AGENDA APPROVAL: A motion to approve the agenda with the addition to begin with a presentation by Ellie Peavey, Peg Battles and Lynn Morris, was made by Nick, seconded by Marylou and passed.

A presentation about the life of Jean Breed, a loyal patron of our library, was made by Ellie, Peg and Lynn. Jean had been a generous donor to us over the years and chose to honor us with a remembrance in her will of \$100,000! We were shocked and awed and promised to find an appropriate way to honor her permanently whether by having a brick installed on the front sidewalk (their requested) or a plaque on our new electronic sign to be installed later this year. Her interment in Hillside Cemetery will be on October 12<sup>th</sup>, time to be announced later.

II. ELECTION OF NEW TRUSTEE: Marylou made a motion to elect Donna Keener as a new trustee, seconded by Linda and passed. Welcome aboard, Donna!!

III. SECRETARY'S REPORT: A motion to approve the secretary's report was made by Sue, seconded by Nick and passed.

IV. TREASURER'S REPORT: A motion to approve the treasurer's report was made by Dave, seconded by Nick and passed.

V. FRIENDS' REPORT: A. \$1000 was given to the library to support the summer reading program. B. A basket raffle will be held in July. Basket donations are due by July 15<sup>th</sup> with the drawings on August 5. Tickets are \$1 for 1 and \$5 for 3.

VI. DIRECTOR'S REPORT: A. The outside lights have been installed by Doug's electric and are working great. Cindy appreciated the timely manner in which Doug got back to her with the estimate and installation.

B. The new monitor across from the circulation is on delay again, waiting for a cable. Doyle will install.

C. Cindy ordered 5 new computers and monitors through NCLS with a 50% reduction in cost.

D. New side door: Nick is going to try to find some place cheaper than \$7000 for an ADA compliant door with push plates etc.

E. Sign installation cost. Cindy got one estimate for \$15,930.00. Nick will also see if he can find someone else to do the installation. We should have 3 estimates for every project.

F. Representatives from Sen. Mannion's office are coming the 3<sup>rd</sup> Thursday of the month. He told us that we would be getting a \$10,000 grant. It was decided to use some of this money for the new door.

G. Kindergarten classes will be visiting the library on June 22<sup>nd</sup> starting at 9:45.

H. Summer reading theme is going to be "All Together Now". The mascot will be a monkey. Participants, individual or family, will monitor their reading minutes from July 10 to August 19. Registration will begin once school finishes. Prizes and pizza party will be given after completion of reading goals.

I. Driveway sealing. Ann will find out when we had it done the last time so we can decide whether or not to do it again this year.

J. NCLS sent the Document of Understanding outlining the requirements and responsibilities of NCLS and member libraries. There was no real change from last year.

VII. COMMUNITY REPORT: Michelle said the last open house went well. We are running out of our tote bags. So Alice will make up some new ones with our new logo so we will have them in time for the fall open houses.

VIII. BUSINESS: A. OCLC meeting. Joann and Marylou attended the May 11<sup>th</sup> meeting. Next year dues will be \$10 that we can pay at the October 7<sup>th</sup> meeting to be held in Williamstown at 10AM. We will not be participating in the Fall Festival in Sandy Creek this year. The summer reading Passport Program will be held again June 26 to Sept. 1<sup>st</sup>. Prizes will be awarded at the Oct. meeting.

B. The Lioness awards will be given on June 20<sup>th</sup> at 7PM at the American Legion. Joann and Ann will attend.

C. The new Polaris system has issued a one time renewal on all loaned materials. This made it necessary for us to change our DVD policy so that they may also be renewed once. A motion was made by Marylou, seconded by Dave and passed.

D. Construction grant: It was decided that we would hire a grant writer to deal with all the paperwork for next year. We feel that it is too late to apply for this year. Part of the \$100,000 bequest will be used to buy the electronic sign. Final cost should be determined by our next meeting.

IX. DATES TO REMEMBER: Next Meeting: July 11 at 5PM; Trivia: June 20 at Golly's at 6PM; June 20: Zoom workshop about Friends' groups; June 21: library program, Beer and the Erie Canal, 6:30PM; July 15: raffle baskets due.

X. ADJOURNMENT: A motion to adjourn the meeting at 6:45PM was made by Nick, seconded by Donna and passed.