

CENTRAL SQUARE LIBRARY
ADMINISTRATIVE BOARD MEETING
JULY 11, 2023

The July meeting of the Board of Trustees of the Central Square Library was called to order at 5:08 by President Joann Burghart. Members present were Nick Lotito, Marylou Winks, Sue Comstock, Linda Barling, David Fries, Alice Peron, and Donna Keener. Also present were Ann Plyter, Cindy Partrick and Michelle Farrand.

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

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

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

IV. DIRECTOR'S REPORT: A. The Consortium Project from NCLS was signed by Joann in order for us to get the computers.

B. Museum/Park passes: We have the opportunity to offer our patrons a pass to the Oswego Children's Museum and hope to offer passes to other places in the future. We need to establish a lending policy outlining the rules. A motion to pay the \$145 for the pass was made by Nick, seconded by Dave and passed. The pass would be available for one week. Patrons may reserve the pass and will have 3 days to pick it up once notified of its availability. If not returned on time, a \$2.00 fee per day will be charged with a maximum fine of \$10. After that, the pass will be considered lost and a replacement fee of \$145 will be charged. Until payment is made, library privileges will be suspended.

C. 4 kindergarten classes from Millard Hawk visited the library. As a result, several families have signed up for story hour, summer reading, and/or library cards. There are now 43 registered for summer reading.

D. New story hour times: Thursdays at 10:30 for 3-5yr olds and 2:30 for ages 6 and up.

E. Doug's Electric has been called to possibly adjust the light in the back that disturbs our neighbor.

F. Annual Meeting is September 14 at 9AM in Clayton, NY. Cindy is encouraging the board and the staff to attend especially since it is the 75th anniversary. To that end a motion to close the library on that day for staff development was made by Sue, seconded by Donna and passed.

V. FRIENDS' REPORT: A. They gave the library \$1000 for the summer reading pizza party and prizes. B. The tote bags need to be ordered asap in light of the potential UPS strike.

VI. BUSINESS: A. Construction project: a committee was formed to deal with the details necessary for applying for the construction grant. Linda, Dave, Nick and Alice volunteered and will meet apart from the board meeting. A detailed plan needs to be made with an engineer or architect and estimates gotten from contractors before hiring a grant writer. B. Sign installation: Nick said the American Legion members would install it for considerably less than our previous estimate. We need to have the exact cost so Cindy can apply for a permit. C. Handicapped accessible side door: Senator Mannion's office has said we were going to get a \$10,000 grant that we can use for it. We have one estimate of \$7000 from Dave Beck and Nick will look into getting a second. D. We decided to postpone resealing the driveway until a later date. E. OCLC: Final plans for the Sandy Creek Fall Festival will be made at the next meeting on Sept. 7 in Williamstown. The Festival runs from Sept. 29-Oct. 2. They will need volunteers to man the table in shifts at the festival on Sept. 30th. F. Correspondence: We received thank you notes from the recipients of the high school and Chamber of Commerce scholarships. G. NCLS Strategic Planning Workshop Aug. 15, 5-6:30. Heather attended the BBQ and said it was a good networking opportunity. Nick attended the Disaster Policy workshop via Zoom and will share the notes once he receives them. H. We discussed ways in which we can honor and thank Jean Breed for her generous donation. We said we could put a thank you note on all our social media and also put a sign of some sort on our new electronic sign.

VI: COMMUNITY INPUT: Michelle reported that people would like to see some kind of book mobile program in the community like Brewerton has. We can suggest it to NCLS. Our plan to share a program with the Country Glazed Donut Shop using their pavilion is not going to be allowed as per NCLS.

VI: DATES TO REMEMBER: Next meeting: Aug. 8 at 5PM; Trivia at Golly's July 18, at 6PM; July 15, raffle baskets due; Aug. 2nd library program with local author Catherine DeAugustino.

VII. ADJOURNMENT: A motion to adjourn the meeting at 6:10 was made by Nick, seconded by Dave and Passed.