

**MATTITUCK-LAUREL LIBRARY
BOARD OF TRUSTEES MONTHLY MEETING
PROPOSED AGENDA**

MEETING DATE: Monday April 9, 2018

MEETING TIME: 6:00 PM

- I. Approval of the Agenda**
- II. Review and Approval of the Minutes of March 12, 2018 Regular Monthly Meeting**
- III. Treasurer's Report**
- IV. Period of Public Expression**
- V. Director's Report**
- VI. President's Remarks**
- VII. Committee Reports**
- VIII. Old Business**
 - A. Toddler Area
 - B. Parking Lot
 - C. Space Planning
- IX. New Business**
 - A. Trustee openings
 - B. Set Monthly Meeting Date
- XI. Adjournment**

MATTITUCK-LAUREL LIBRARY

APPROVED MINUTES OF THE REGULAR MONTHLY MEETING

APRIL 9, 2018

Present: Scott Verity, President; Jim Underwood, Vice President; Bob Johnson, Treasurer; Colleen Grattan-Arnoff, Secretary; Fred Cohen, Trustee; Peter Kren, Trustee; Nick Timpone, Trustee; Jeffrey Walden, Director

Absent: None

Scott called the meeting to order at 6:05 p.m.

I. Approval of the Agenda Moved by Peter; seconded by Colleen and approved.

II. Review and Approval of the Minutes of the March 12, 2018 Regular Monthly Meeting Motion to approve by Bob; seconded by Jim and approved.

III. Treasurer's Report Bob presented the warrants for the month of March, 2018:

OPERATING ACCOUNT	\$ 105,941.62
CULTURAL ACTIVITIES FUND	3,039.96
MONEY MARKET ACCOUNT	.00
BUILDING FUND CHECKING ACCOUNT	.00
BUILDING FUND SAVINGS ACCOUNT	.00

Jim made the motion to approve the Treasurer's Report; seconded by Peter and passed.

IV. Period of Public Expression None

V. Director's Report Jeff added the following information to his written report. The library is looking into placing a fish tank in the children's room. There will be a program this summer featuring live baby chicks. Jeff recapped a recent program done by Jerry Matovcik honoring Viet Nam war veterans. Jeff discussed changes in circulation stats that were mentioned at a recent county-wide directors' meeting, a new hardware "firewall" provided by SCLS, the Overdrive and Hoopla services, and steaming devices John is testing. Jeff noted that the new Teen Librarian starts tomorrow. He has contacted the exterminator to deal with the termite swarm.

VI. President's Remarks Scott noted that Hagstrom Atlases are no longer being published and libraries are looking to acquire old copies.

VII. Committee Reports Jeff noted that he will convene the Budget Committee in the near future to begin work on the 2019 budget. Nick noted that the Personnel/Policy Committee has to meet to develop the evaluation tool to use for the annual evaluation of the director.

VIII. Old Business

A. Toddler Area Most recent rendering of "beach wall" attached here. Discussion ensued concerning the naming of the space and how it will be displayed. The board's consensus is that a plaque is most appropriate and has past precedent from prior donations. The wording "Claire's Corner" would be permitted on the plaque. Jeff will convey this information to the family and other parties involved in the project. Colleen suggested that a policy regarding this should be formulated in the future.

B. Parking Lot No update at this time. Discussion ensued concerning marking spaces in the middle of the existing lot. Bob asked Jeff to email a sketch.

C. Space Planning No update at this time.

IX. New Business

A. Trustee Openings Jeff noted that Scott's term expires in November and he is not eligible to run again. Jim's term also expires in November and he is eligible to run for another term.

B. Set Monthly Meeting Date The next regular monthly meeting will be held on Monday, May 14, 2018.

XI. Adjournment Motion by Bob; seconded by Colleen . Meeting adjourned at 6:50p.m.

Respectfully submitted,

Colleen Grattan-Arnoff, Secretary