

Easton Public Library
Board of Trustees Meeting Minutes
December 3, 2018
Library Conference Room

Attending: G. Bindelglass, K. Sogofsky, L. Dollard, V. Rozo, L. Zaffino, P. Wizda G. Gay

Meeting called to order at 7:14 p.m.

Minutes: November minutes were accepted

Old Business:

- Treasurer's Report: The Treasures' Report was distributed and discussed. As of March, Morgan Stanley will no longer be able to trade for us but will be able to liquidate funds.
- Library Director's Report: Employees now have name tags with their name and title. There will now be a permanent staff picks display. There will be an on-line reader advisory form or a patron can fill out the form in the library. The staff will respond within 48 hours with three book recommendations. It will formally be called Book Match. The Friends of the library are doing their tree lighting this Sunday with Santa, crafts and carolers. The next two Thursdays there will be gift wrapping nights where bows, tape and cookies will be available. Jon Sonneborn will again be running his classic film festival next year.
- Bills and Communications: None
- Public Participation: None
- Expansion Status: The estimate for the actual build are being prepared. The Building Inspector and the Fire Marshall will want to review the plans as well as have a Structural Engineer review the plans. The invitation to bid will be completed by January 23rd. Any questions regarding the project needs to go directly to Silver/Petrucelli and Associates. Storage and access to the books during renovation was discussed.
- Fund Raising for Expansion: To date approximately \$10,000 has been raised. Other naming opportunities was also discussed per the fundraising professional. The potential of a Go Fund Me Page was discussed.
- Tutoring Policy: The potential change to the policy will be presented to the Board of Selectman early next year. The intent of the policy is to give children a safe space to have a tutor come as opposed to alone in their private home.
- Proctoring Policy: Lynn will write up statement regarding not having library staff proctor exams. This will be an in house library policy.
- Appointment of Board Officers: Veronica will be the new Chair of the Board. Gail will remain as treasurer. The position of Vice Chair and Corresponding Secretary will be tabled until next month.

New Business:

- None

Adjournment: 900 p.m.

Next Meeting: January 7 2019 at 7:00 p.m.

Respectfully Submitted,
Gloria Bindelglass