

**Easton Public Library
Board of Trustees Regular Meeting Minutes
Library Conference Room
October 7, 2019**

Present: L. Dollard, G. Gay, G. Bindelglass, Shari Pearlman, P. Wizda, L. Zaffino

1. Meeting was called to order at 7:04pm.
2. Minutes from September meeting were approved with a motion by Linda and seconded by Gail.
3. Treasurer's Report: No big change in the balance at this time. A decision was made to have AXA Advisors to manage the library fund.
4. Library Director's Report : Is attached
5. Bills and Communication : Two donations were received. One donation was a monetary donation from the Garden Club, and a donation of 23 Anne Perry books was also received.
6. Public Participation : None
7. Old Business
 - a. Board By-laws: Tabled until next month
 - b. Fundraising: Saphora Lifrak, a local resident, presented numerous fundraising ideas as well as ideas to attract patrons to the library.
8. New Business: Different categories of Library records were discussed, regarding if or when certain records can be disposed of. At this time, all records will remain. Will be discussed again at next meeting.
9. The meeting was adjourned at 8:56 pm with a motion by Gail and seconded by Linda.

Submitted by,
Gloria Bindelglass

EASTON PUBLIC LIBRARY BOARD OF TRUSTEES
REGULAR MEETING
October 7, 2019

LIBRARY DIRECTOR'S REPORT

1. We have hired another Library Page, Nicole Angelescu, who will start on Saturday, 10/5.
2. Library To Go, our homebound delivery service, was scheduled to begin this week, but no one has signed up yet for this service.
3. Parks & Rec. did some minimal weeding, but there is more work that needs to be done. I am waiting for an estimate from a landscaper to do fall and spring cleanup.
4. In place of Lynda.com, we are now subscribing to Hoonuit and Transparent Language through RBDigital. These resources went live on 10/1.
5. All of our computers will be upgraded to Windows 10 by the end of October.
6. We will be creating staff posters to hang in the Library. Each staff member will have a poster featuring a tagline, clarifying statement, and bitmoji. We will create them using Canva, and have them printed at Staples. I will show examples at the meeting. I am also hoping to have the Board thank-you cards printed at Staples as well, as I find Minuteman Press to be lacking in appropriate customer service.
7. A patron has suggested that we start using compostable coffee pods for the K-cup machine. I am in the process of doing research to find out where we can buy them and how much they cost.
8. We have received almost 100 responses to our Community Assessment Survey so far. Most of the feedback has been extremely positive. I encourage all of you to go on our website and take the survey.
9. The objectives of Staff Development Day are as follows:
 - a. Create a Culture Statement for the Library
 - b. Promote collaboration between and understanding among staff members
 - c. Strategize how to maximize the potential of each staff member

I have not secured a speaker yet, but I have several prospects. I am meeting with a potential speaker on Monday.

10. Upcoming programs include the following:

10/10 – Medicare Seminar @ 10:30am
10/10 – Getting to the Heart of Well-being @ 7pm
10/13 – Easton Arts Council Presents “A Taste of Opera” @3pm
10/23 - Career Coaching from 10am-12pm
10/26 - Friends of the Library Annual Story Book Parade with “Yo-Yo Guy” John Higby @1pm
11/2 – Art Reception for Dara and Leyli Ghavami from 1-3pm
11/3 – Storytelling Event from 3:30-5:30pm
11/14 - Transgender 101 @ 7pm
11/20 – Career Coaching from 10am-12pm
11/23 – Easton Arts Council Photography Reception from 7-10pm

Submitted by Lynn Zaffino

10/2/19