

Board of Library Trustees - Meeting Agenda

June 3rd, 2019

4:30 PM

Hubbard Memorial Library

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Appointments

Director's Report

New Business

- Vote on Minutes of May 6th Trustees Meeting.
- Grant Implementation
 - Grant programming is going well
 - Patrons have begun the process of creating a commercial using grant technology to help market the Summer Reading Program.
- Marcelo will be starting a movie discussion group.
- ARIS FY 20 starts July 1st
 - I am attending an ARIS seminar on 6/5/19
 - There is a new software package that is being used to assist with statistics collection.
- Vote on / modify equipment use agreement for tablets / Chromebooks, cameras / camcorders.
- Vote on / modify equipment policy for tablets / Chromebooks, cameras / camcorders.
- All staff attended Harassment training at the town.
- Notified staff to leave the library in pairs as a safety measure.
- Attended a Baker & Taylor Collect software webinar showing the new state aid software.
- I started to acquire bids for the upcoming FY 20 janitorial contract.
- Mobile hotspots should be purchased in late June.
- The newly purchased sump pump died
 - I had a volunteer with mechanical experience look at it
 - Purchased a replacement pump.
 - The replacement pump is up and running
- Advantage Preservation called and there is an opportunity to start with the initial stages of a digitization project in the Fall
 - Free yearbook scanning available through a company called OCI
 - Apply for a historic preservation grant.

Old Business

- HVAC bid – quote has been placed on a state bid list with a due date of June 4th.
- Parking lot addition should take place next year

Correspondence

Equipment use agreements for:

- tablets / Chromebooks
- cameras / camcorders

Executive Session 4:00 to 4:30

Discussion: Open

The August 2019 meeting date/time has yet to be determined.

***Not all topics listed in this notice may actually be reached for discussion. In addition, the topics listed are those which the chair reasonably expects will be discussed as of the date of this notice.**

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