

PROPOSED AGENDA
for a Regular Meeting of the
TRUSTEES OF THE HOAG LIBRARY
of the Swan Library Association
June 14, 2017 7 PM

What will we do tonight that improves the effectiveness of our Library for this Community?

CALL TO ORDER

Appointment of a Temporary Secretary

ATTENDANCE

REVIEW and ADOPT AGENDA

Motion

PUBLIC FORUM OPPORTUNITY

DIRECTOR'S REPORT

Correspondence Folder is circulating

REVIEW and ADOPT

-May 10, 2017 Meeting Minutes

Motion

REVIEW and ADOPT

-May 2017 Treasurer's Report

Motion

REPORTS and REQUESTS FROM COMMITTEES

FINANCE COMMITTEE

-Authorize staff to draw, and designated Officers to sign check(s) from the Morgan Stanley Smith Barney Operating Fund for up to \$ 50,000 until the next Trustee meeting

Motion

-Adopt a resolution for the benefit of Steuben Trust identifying the following Officers as specifically authorized signators by title on the new checking account, Line of Credit plus any and all additional Hoag Library accounts opened pursuant to action(s) of the Trustees: Carol Miller, Treasurer; Kevin Doherty, President; Terry Wilbert, Vice-President; AND

Motion

Designate Barb Kyler, Administrative Assistant and Betty Sue Miller, Director, as contact persons with access to any and all information, but not signature privileges, on the same current and future accounts; AND

Authorize the Remote Deposit Capture software to be installed on Barb Kyler's computer and one or more alternate computers or devices as recommended by our Info-Advantage engineer; AND

Authorize Barb Kyler to be the principal contact person and authorized supervising operator of the Remote Deposit Capture software

BUILDINGS and GROUNDS

-Pre-Strawberry Festival cleanup with sod

- Authorize replacement and upgrade of the modular control portion of the HVAC controls by Gerster Trane for better energy control, not to exceed \$ 8,000

Motion

PERSONNEL

PLANNING

LOCAL HISTORY

FRIENDS of the LIBRARY

- Sign Project

OLD BUSINESS

- Introduce the new AED
- Summer Reading Program
 - Strawberry Festival Float
 - Disappointing response from Albion School Board
 - Invitations from Village Board and County Legislature
- Website and social media
- Trustee Training

NEW BUSINESS

- Review (again) of relationship with the Albion Schools
 - Getting past the trouble spots
 - Tutoring and patron safety concerns
 - Distribution of Library materials at school and particularly Summer Reading Program Info subsequent to release of declining reading scores
 - Both parties corporately and individually treating the other with professionalism and respect
 - Special Role of the School Board President's appointee (if any)
 - Response to Mrs Brown's (School Board President) email
- Alternate routes to reach same student population: ie PTA and ATA

Questions or Concerns from the Correspondence Folder

PUBLIC FORUM OPPORTUNITY

CONCERNS AROUND THE TABLE

ADJOURNMENT

Motion

NEXT MEETINGS and EVENTS:

- | | |
|--------------------|---|
| June 24 – August 4 | Summer Reading Program |
| June 24 | SRP Kickoff with Lions' Club Hot Dogs, 11 - 1 |
| June 26 | Imani Milele Children's Choir 6 PM |
| June 29 and beyond | Grigg Lewis Story Tellers |
| June 30 and beyond | Bring Your Own Chair movie |
| July 11 | Friends (?) |
| July 12 | Trustees, 7 PM |