

PROPOSED AGENDA
for a Regular Meeting of the
TRUSTEES OF THE HOAG LIBRARY
of the Swan Library Association
September 9, 2020 7:00 PM

**This meeting is being made available as a ZOOM meeting due to Covid-19 concerns as well
as an in person meeting
Information to observe the meeting is on the front page of the Library website
www.hoaglibrary.org**

CALL TO ORDER

Roll Call to confirm attendance

PLEDGE TO THE FLAG

INTRODUCTION OF MAYOR'S APPOINTEE

REVIEW and ADOPT AGENDA

Motion

PUBLIC FORUM OPPORTUNITY

REVIEW and POTENTIAL ADOPTION OF
August 12 Meeting Minutes

Motion

September Treasurer's Financial Report

Motion

DIRECTOR'S REPORT

REPORTS and REQUESTS FROM COMMITTEES

EXECUTIVE COMMITTEE

PERSONNEL COMMITTEE

Meetings announcement

FINANCE COMMITTEE

Report

Book Vending Machine

Motion for use of Line of Credit

Motion on 2% Tax Cap

Motion of Daily Receipts Account

Motion on Hoag Library participation in payroll tax deferment

Motion to accept bid for Liability and Building Insurance from Utica Insurance
Group [formerly Utica Mutual]

Motion to accept bid from Traveler's Insurance for Officers and Director's
Insurance

BUILDINGS and GROUNDS COMMITTEE

NOMINATIONS and ELECTIONS COMMITTEE

PLANNING COMMITTEE

LOCAL HISTORY COMMITTEE

AD HOC COMMITTEE ON COVID 19

FRIENDS of THE LIBRARY

OLD BUSINESS

Election of Secretary
Light Fixture update and discussion
Committee Assignments

NEW BUSINESS

Approval of Signatories for Morgan Stanley Account [attached Resolution]
Discussion on:
Hours
Library Programs
Room Reservations
Rules for small groups and tutoring

Discussion concerning HVAC maintenance plan [~\$7100]
Renewal of Memorandum of Understanding With Friends of the Library

UPCOMING MEETINGS AND EVENTS

Personnel Committee Meeting	September 23rd	5:30 PM
Deadline for Early Registration for NYLA Conference	September 30	
Finance Committee Meeting	October 1st	10:30 AM
Personnel Committee Meeting	October 7 th	5:30 PM
Regular October Board Meeting	October 14th	7:00 PM
Annual NYLA Conference and Trade Show	November 5 and 6	

AVAILABLE TRAININGS

NYLA WEBINARS

Combating Racism in Libraries: Creating Spaces to Educate and Inform Our Communities

Wednesdays September 16 - October 21, 2020
2:00PM - 3:00PM EST

Engaging Millennials as Friends Volunteers

Wednesday, September 23, 2020
2PM-3PM EST

ADJOURNMENT

Motion