

DRAFT PROPOSED AGENDA
for a Meeting of the
TRUSTEES OF THE HOAG LIBRARY
of the Swan Library Association
January 12th 2022 7:00 PM

This will be an in person meeting
This meeting is being recorded and will be available on the website
www.hoaglibrary.org

**“The public library is where place and possibility meet.”
~ Stuart Dybek ~**

CALL TO ORDER

Roll Call to confirm attendance

Linda Weller	Anitrice Bennett	Jim Babcock
Debbie DiBacco	Kevin Doherty	Diana Dudley
Kathy Harling	Joyce Riley	Dawn Squicciarini
Betty Sue Miller		

REVIEW and ADOPT AGENDA

Motion

PUBLIC FORUM OPPORTUNITY

REVIEW and POTENTIAL ADOPTION

Motion

Minutes from regular Meeting held on November 10th 2021

EXECUTIVE SESSION

DIRECTOR'S REPORT

Information

See attached

REPORTS and REQUESTS FROM COMMITTEES

Information

FINANCE COMMITTEE

**Approve and accept the transfer of funds from Smith Barney to
Five Star Bank in the amount of \$28000.00 for payroll expenses**

Motion

LOCAL HISTORY COMMITTEE.

NOMINATIONS and ELECTIONS COMMITTEE

PERSONNEL COMMITTEE

- Update

PLANNING COMMITTEE

FRIENDS OF THE LIBRARY

Information

Raised \$1242.00 from Chair Auction

OLD BUSINESS

Personnel committee:

to meet and come up with criteria for evaluations,
this will then be sent to the Finance committee

Building and Grounds

Items from last meeting

Curtains in Children's Library - ***do not need***

Finance committee meet and directive to Barb about Community Bank and review budget - ***in Finance meeting notes***

Buildings and Grounds meet and discuss cleaner, parking lot marker, sprinklers - ***Items completed***

Personnel meet after Betty Sue sends info on evaluations - ***sent the forms - evaluations need to be reviewed at the Library***

Betty Sue will send details of the website to Debbie for review - ***not ready to send yet***

Betty Sue is sending the Personnel committee the existing documents for staff evaluations for change and update. - ***these were sent***

Betty Sue will contact the insurance company and possibly the lawyer about insurance for the cleaner.- ***No able to do - new cleaner hired***

Betty Sue to measure and get curtains for the back windows - ***Do not need***

Line of Credit - ***all set***

Health Care - ***completed as had to be in by December 1st***

Mortgage - ***Paid off and the Hoag's contacted (email was sent to trustees)***

Finance Committee to meet for budget review

NEW BUSINESS

UPCOMING EVENTS

Information

See Director's report

Items to be added to next agenda:

ADJOURNMENT at