

Galway Public Library – Special Board of Trustees Meeting

AGENDA

Wednesday, March 20, 2013

Minutes of Prior Meeting – Review and Approval February 20, 2013 and March 4 & 15, 2013

Treasurer's Report

- Payroll \$ and Hours – Budget vs. Actual
- Current Action Items
- Approval of Petty Cash & Approval of Bill Payments
- Quick books approval to buy - \$199.95

Director's Report

Friends of the Library Report

Unfinished Business

- Referendum
 - Mandatory or permissive – do we do it anyway?
 - Schedule
- Current building repair
 - Bathroom repair expenses
 - Electrical upgrade
- PR Plan – next steps
- Organization (Big picture)
 - Roles & responsibilities
 - Long Range Plan
 - Vision/mission statement
 - Time line for new building
 - Ad hoc committee to recommend naming rights, special fund raising target projects (e.g. children's programs, STEM, distance education)
- Review of history documents provided by Arlene

- Policies
 - protocol, staff ethics and purchasing policy New Building
- New Building
 - Request for Site plan, building approval from State Education Commissioner – approval of form for submittal
 - Attorney – need to use new attorney – approval of agreement
 - Architect Feasibility study – next action – 4/1 meeting with board – time?
 - Report on discussion with Kyle Donnan on land transfer of back field only for his field behind Dockstader house & 25 foot driveway
- Fund Raising Committee
 - report (Legislature lobby Day)
 - Funding development specialist – 4/10 meeting
- New Business
 - Trustees’ terms and president’s terms – what is legal requirement?

Correspondence

- SALS automation agreement

Reports of Standing Committees (Reports to be e-mailed prior to meeting)

- Building and Grounds
- New Building Committee (ad hoc)
- Finance -
- Fund Raising (ad hoc)
- Long Range Planning –
- Personnel
- Policy (ad hoc)
- Public Relations/Marketing
- Children’s use of library (ad hoc)