

Galway Public Library – Special Board of Trustees Meeting

AGENDA

Wednesday, November 28, 2012 Rev. 1

Minutes of Prior Meeting – Review and Approval October 17, and November 13th, 2012

Recommendation on Contract for Surveying (Report issued 11/28 AM)

Recommendation on Contract for Architect Feasibility Study (Report issued 11/28AM)

Approval of grant request to Dockstader Trust

Treasurer's Report

- ☐ Payroll \$ and Hours – Budget vs. Actual
- ☐ Current Action Items
- ☐ Approval of Petty Cash & Approval of Bill Payments

Director's Report

Friends of the Library Report

Old Business

- ☐ New Building
 - Letter to Village – agreement to allow village review & approval of site plan in exchange for permitted use
 - Contract instrument with Kyle Donnan

☐ PR - start January

☐ Personnel

- Hiring newsletter specialist
- Kathy Wynn return

☐ Finance

- Internal audit status
- Amazon book selling

☐ Fund Raising Committee – status

- Calling people for three part committee

New Business

☐ Approval of 2013 Holiday Hours

Correspondence

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