

Galway Public Library – Board of Trustees Meeting

AGENDA

Tuesday, October 17, 2012

Insurance Review – Dave Meager

SOS – Language on Funds to GPL - Alyson Bingham

Minutes of Prior Meeting – Review and Approval October 10, 2012 &

September 4, 2012

Vicepresident’s comments on death of former library board member

Janet Johnson and thank you to Regina for her work on obtaining

the library’ absolute charter

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

- Option to Buy property – status
- Village – permitted use
- Final approval of the RFP for surveying
- RFP for architectural feasibility and environmental study

## PR

- PR plan for the Village hearing and a discussion on what should be shared at the hearing

## Personnel

- Hiring newsletter specialist

## Finance

- Internal audit
- Amazon book selling

## New Business

Leave of absence for Len Power

Hiring of Shelly Schaperjohn as acting clerk for Len until he returns.

Plan for cleaner in Len's absence

Technology Plan for electronics upgrades (Library Director)

Request from home school entity to use library for testing site during library closed hours.

Guidance on the use or return of the \$ balance for the

Coffee table grant monies-

Office of the aging update & feasibility

NYLA conference, November 8,9,10 in Saratoga

Correspondence

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

Building and Grounds –suggestions on new board member, door on north side of library

New Building Committee (ad hoc)

Finance -

Fund Raising (ad hoc)

Long Range Planning –

Personnel

Policy (ad hoc)

Public Relations/Marketing