

Agenda of the Bolton Free Library Board of Trustees
September 22, 2021
6:30pm

Roll Call of Trustees

- Carla Cumming (President) – 2022
- Dusty Caldwell - 2026
- Mary Ciccarelli - 2026
- Jane Gabriels – 2022
- Linda Breen – 2021
- Eric Pfau - 2023
- Michelle Pollock (Treasurer) - 2024
- Fran Taitel (Secretary) – 2025
- Vacant - 2026

Disposition of Minutes of Previous Regular and Special Meetings

- August 25, 2021

Treasurer's Financial Report – August 2021

Director's Progress and Service Report -August 2021

Committee Reports

- Executive
- Financial - chaired by Michelle Pollock
- Minimum Standards - chaired by Fran Taitel
- Policies and Procedures - chaired by Eric Pfau – adding state mandates and finalizing manual.
- Long Range Plan – Fran, Mary, and Megan: nothing to report
- COVID - chaired by Fran Taitel and Megan Baker
- Fundraising - chaired Eric Pfau
 - Farmers' Market
- Buildings and Grounds -chaired by Carla Cumming – gathering information to apply for SALS 2021 Challenge Grant
- Book Sale - chaired by Michelle Pollock, assisted by Mary Ciccarelli and Carla Cumming
- Grants - chaired by Jane Gabriels working with Carla on Challenge Grant
- Personnel - chaired by Fran Taitel, assisted by Carla Cumming: reviewing and editing Employee Handbook and Policies & Procedures
- Public Relations – chaired by Jane Gabriels
- Approval of Committee Reports

Communications

- Up Yonda Farm Trunk-or-Treat

Unfinished Business

- Winter Hours
- Chamber of Commerce Auction
- Sara Dallas to attend October meeting
- Staff Laptop
- Meetings via Zoom
- Appeal Letter
- 2021 Sexual Harassment Prevention Training
 - Completed:
 - Megan Baker
 - Dusty Caldwell
 - Carla Cumming
 - Eric Pfau
 - Michelle Pollock
 - Mary Ciccarelli
 - Jane Gabriels
 - Fran Taitel
 - Sarah Jordan
 - Still Needed:
 - Linda Breen

New Business

- Replacement for Penny Belton's trustee position
- Yearly Request to Town of Bolton
- Celebration of Life - Jane Gabriels

Events

- Reading Time in Nepal
- Book Club
- Trivia Night
- Painting with Patrice – December 6

Any Additional Comments from Trustees**Public in Attendance****Future Board of Trustees' Meetings**

- October 27
- November 17
- December 15

Town of Bolton Board Meetings

- October 5
- November 2

- December 7

Adjournment