

## **Agenda of the Bolton Free Library Board of Trustees**

**February 24, 2021**

**Via Zoom**

### **Roll Call of Trustees**

- Penny Belton - 2025
- Dusty Caldwell - 2026
- Mary Ciccarelli - 2026
- Carla Cumming - 2022
- Laura Paparatta - 2024
- Richard Miller - 2023
- Eric Pfau - 2023
- Michelle Pollock - 2024
- Fran Taitel - 2025

### **Disposition of Minutes of Previous Regular and Special Meetings**

- January 27, 2021

### **Treasurer's Financial Report - February 2021**

### **Action on Bills**

### **Director's Progress and Service Report -February 2021**

### **Committee Reports**

- Executive
- Financial - chaired by Michelle Pollock
  - ➔ Public and Staff Computers
  - ➔ 2020 to 2021 Annual Appeal Update
- Minimum Standards - chaired by Fran Taitel and Penny Belton
  - ➔ Written Bylaws
  - ➔ Long Range Plan
  - ➔ Written Policies
  - ➔ Written Budget
  - ➔ Community Survey
- Policies and Procedures - chaired by Eric Pfau and Rich Miller
- Covid - chaired by Fran Taitel, Megan Baker, and Penny Belton
  - ➔ Update
- Fundraising - needs chairperson - Eric Pfau, Laura Paparatto, Dusty Caldwell are members
  - ➔ American Solutions for Business - Katy Sumrow
    - ❖ New library logo

- Honorary Mayor
  - ❖ Emma Calautti for assistance
- Buildings and Grounds -chaired by Carla Cumming, assisted by Fran Taitel
  - Shelving for the Attic
    - ❖ Where are we in the process?
  - Storage Addition
  - Windows Replacement and Insulation
- Book Sale - chaired by Michelle Pollock, assisted by Mary Ciccarelli and Carla Cumming
  - Can we have the sale this year?
- Sunshine - chaired by Laura Paparatto
- Grants - chaired by Penny Belton
  - Stewarts' Shoppe
  - What other grants are available?
- Personnel - chaired by Fran Taitel, assisted by Penny Belton and Carla Cumming
  - Hiring of "as needed" employee
- Approval of Committee Reports

#### **Communications**

- SALS - Extension of In-Person Meetings
- SALS - 2021 Public Library Minimum Public Library Standards
- SALS - Build America's libraries - opt-ed letters to the editor
- Important FY2020 Construction Project State Requirement

#### **Unfinished Business**

- Bolton Reads Together - Book Woman of Troublesome Creek
- New laptop - purchase through SALS

#### **New Business**

- 2021 Sexual Harassment Prevention Training
- 2020 Annual Report for Public and Association Libraries
- New York Fire & Security
  - Contact List
  - Procedure

#### **Events**

- Reading Time in Nepal - National Month of Love
  - Family, friends, pets, and reading to children
- Book Club via Zoom or Google Meets

#### **Any Additional Comments from Trustees**

#### **Public In Attendance**

**Future Board of Trustees' Meetings**

- March 24
- April 28
- May 26
- June 23

**Town of Bolton Board Meetings**

- March 2
- April 6
- May 4
- June 1

**Adjournment**