

Board of Trustees Meeting

MILLTOWN PUBLIC LIBRARY

Tuesday, November 9, 2021 - Library Programming Room
4:15 PM

Agenda

1. Call to order at 4:14 pm
2. Roll Call Present: Melanie Hogan, Cindy Castellano, Toni Sloper, Les Sloper, Joyce Quist
Also Present: Bonnie Carl, Library Director
3. Approval of the Agenda
Motion to approve: T. Sloper
Second: C. Castellano
Motion passed by unanimous voice vote
4. Approval of Secretary's Minutes: Discussion of closed session minutes and public minutes. Closed session minutes will go to President of Board and hard copy maintained in Secretary's folder.
Motion to approve: L. Sloper
Second: T. Sloper
Motion passed by unanimous voice vote
5. Review of Bills
Motion to approve: J. Quist
Second: T. Sloper
Motion passed by unanimous voice vote
6. Financial Report
Motion to approve: C. Castellano
Second: L. Sloper
Motion passed by unanimous voice vote
7. Director's Report
Director's Report reflects slight increases in library usage ie: WiFi, Website, Facebook. Endeavor's Clients help stuff bags for Meals on Wheels.

Motion to approve: M. Hogan

Second: T. Sloper

Motion passed by unanimous voice vote

8. Old/Unfinished Business None

9. New Business

a. Trustee Essentials #11

b. Review Job Descriptions Job descriptions have been updated

c. Review Policy Manual

Motion to accept changes to Policy Manual as discussed by L. Sloper

Second: T. Sloper

Motion passed by unanimous voice vote

Discussion of Holiday Hours at the discretion of Library Director with support of Board. Close Thanksgiving Day Open Friday and Saturday

Close Christmas Eve/Christmas Day New Year's Eve/New Year's Day

10. Move to closed session: M. Hogan

Second: T. Sloper

Move from Close Session: L. Sloper

Second: M. Hogan

11. Adjourn at 5:18 pm

Next meeting: December 14, 2021