

Oswego Public Library
Board of Trustees Agenda
Tuesday, September 11, 2018
7 pm Regular Board Meeting

<u>Item</u>	<u>Presenter</u>	<u>Action</u>
1. Approval & Additions to Agenda No additions Passed GD LW	Santos	Official
2. Welcome & Public Comment (Skipped)	Santos	Greetings
b. ICU Security Kerrie provided an update as follows: Teens OK; Issue w/adult patron and young males hanging around outside at night...bench issue discussed and cameras are inadequate. Carol F. will keep BOT posted.		
a. Joe McManus, FOL gave an update on programs.		
3, Correspondence: Joe Standard Spirit Tower presented by Carol F. Se. Ritchie-\$7000.00 may be used anyway we want-Memorial Gifts suggested. Motion LW JS Passed	Ross	Official
4. Approval of Minutes August 7, 2018 Motion GD JS Passed		
b. Approval of Minutes of August 22, 2018 Motion GD JS Passed		
5. Financial Report NR	Neiss	Report
6. Committee Reports		
a. Finance MN-NR		
b. Building LW-NR		
c. Personnel KM-NR		
d. Policy JS-NR		
e. Library Services AR-NR		
Carol F. interjected that Erin placed an order for 3D Google Virtual Reality Technol		
f. Technology AR-NR		
g. Art Gallery CF Fran Hoefer is new artist of Month		
h. Nominations GD-NR		
7. Old Business:		
a, Five Year Plan- Cathy See additional meeting plan notes on reverse side of Agenda		
8) New Business:		

- a) Director's Report- Carol see report
- b. Security & Safety Issues: CR Discussion
- c. Executive Session for Personnel Matter:
adjourn regular meeting
Executive Session: KM-Discussion
adjournment executive session

Call to Order of Regular session: Cathy
Adjournment

Next Meeting: 7 pm Tuesday, October 2, 2018

Meeting Planning Notes:

Board Action

1. Updated BOT Handbook was sent via email- 8/27/18
2. Policy review & revisions- meeting to discuss our current policies, check for revision dates. Make corrections, posting document online, meeting time-week of 9/24
3. Community & FOL surveys were provided to library staff and FOL for review and suggestions for improvement. These documents are not live at this time until reviewed and approved by board, staff and FOL.
4. Common Council-request for staff, board & FOL to attend CC meeting to go public with FYP and invite community participation.
5. Request for volunteers from board, staff and FOL (& Community) to serve on the Final Path Committee.
6. Board to develop a "job description" survey for the staff to ensure compliance with BOT handbook descriptions meeting time- week of October 15th.
7. Cathy will hold office hours at OPL: Mon. 1-5 and Thurs. 1-3

Calendar-this is preliminary and additional dates may be added as needed

9/11 monthly meeting

9/24 Select date & time for policy review/revisions and job description survey-refer to BOT Handbook.

9/25 Come prepared to discuss Policy review standards (7:30 pm)

10/2 Monthly meeting (BOT)

10/22 Common Council meeting (Time TBD?)

Cathy's additions:

**George K. gave building input to Cathy S regarding a need for building plan.
Carol has invited Literacy Council (See Cathy S. for details.**

Respectfully submitted-Kathy Mantaro, OPL BOT