

LIVINGSTON PUBLIC LIBRARY TRUSTEES MEETING September 15, 2009

AGENDA

- 6:30 pm Closed Personnel Session - Sandwiches will be served
- 8:00 pm Regular Trustees Meeting
- a. Announcement of compliance with Open Public Meetings Law
 - b. Call to Order
 - c. Roll Call of Members
 - (Exhibit I) d. Approval of Minutes of Last Meeting VOTE
 - (Exhibit II) e. Reports:
 - Administration
 - (II-A) * Director's Report
 - (II-B) * Acting Assistant Director's Report
 - (II-C) * Department Reports
 - Trustees:
 - * President
 - * Committee Reports
 - Finance/Budget Committee: Larry Bergmann, Chair: Banking Issues
 - Personnel: Iris Leopold, Chair: Job Descriptions VOTE
 - Evaluation Forms VOTE
 - Assistant Director Appointment VOTE
 - Community Relations/Fund-raising: Chuck Tahaney, Chair
 - Mickey Lam, Co-Chair: 2009 Fund Raising Report
 - 2010 Fund Raising Campaign VOTE
 - Policy: Larry Bergmann, Chair: Book Drop Policy; Program Room Policy Review
 - Endowment Fund Representatives: Cynthia Vallario, Larry Bergmann
 - Design Committee: Peggy Slatkin, Chair
 - f. Comments/Questions from audience pertaining to agenda
 - (Exhibit III) g. Old Business:
 1. Book Drop
 2. No Stopping, No Parking Yellow Lines. Cones in Interim.
 3. Kiwanis Golf Classic Report
 4. Friends Book Sale: October 21-24, 2009
 - h. Ongoing Business:
 - a) Signage: Department; Stacks; Hours; Outside; Library Sign, Plaque from Town
 - b) Security System
 - c) Insurance: Damaged Books
 - d) Wet books.
 - e) Rain Garden
 - (Exhibit IV) i. New Business
 1. Hot Water Heater
 2. Benches
 3. Donor party in October
 - (Exhibit V) j. Financial Reports
 - (V-A) * Budget Report
 - (V-B) * Bills Payable
 - (V-C) * Accountant's Report
 - (V-D) * Sundries
 - (V-E) * Rental Books
 - (V-F) * Payment of Bills VOTE
 - * Reimbursement of Dr. Samant \$600 VOTE
 - k. Correspondence: Letter & Certificate of Appreciation from Town Hall re: Night Out event.
Letter of intend to retire from Carol Zubuska.
 - l. Next Board of Trustees Meeting: TUESDAY, October 13, 2009
 - m. Adjournment