

LIVINGSTON PUBLIC LIBRARY TRUSTEES MEETING November 10, 2009

AGENDA

- 7:30 pm Closed Personnel Session
- 8:30 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) * Assistant Director's Report
 - (II-C) * Department Reports
 - Trustees:
 - * President
 - * Committee Reports
 - Finance/Budget Committee: Larry Bergmann, Chair: 2010 Budget; Banking Issues
 - Personnel: Iris Leopold, Chair: Director's Contract
 - Community Relations/Fund-raising: Chuck Tahaney, Chair
 - Mickey Lam, Co-Chair: 2009 Fund Raising Report
 - 2010 Fund Raising Campaign
 - (II-D) Policy: Larry Bergmann, Chair:
 - Use of Remote Book Drop Policy VOTE
 - Program Room Policy VOTE
 - Lost & Damaged Items VOTE
 - Smoking Policy VOTE
 - 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 Drops
 - 2. Trustees Workshop Resources Law and Competences 10/28/09: Reports
 - 3. Friends Book Sale: October 22-24, 2009: Report
 - 4. BCCLS Friends Breakfast, Tuesday, October 20: Report
 - (III-A) 5. Holiday Calendar
- h. Ongoing Business:
 - a) Signage: Department; Stacks; Outside; Library Sign
 - b) Security System
 - c) Insurance: Damaged Books
 - d) Portraits
 - e) Hot Water Heater
 - f) Benches
 - g) Reorganization Committee: Judy Kron, Amy Hyfler, Susan Muntz, Rosemary Donoghue, Cynthia Vallario, Iris Leopold.
 - h) 3-year Plan Committee
- (Exhibit IV) i. New Business
 - 1) Staff Holiday Party: Library close at 5 pm December 15 VOTE
 - 2) Retirement Breakfast: Carol Zbuska December 2
 - 3) Town Holiday Party: Library close at 12 noon December 18 VOTE
- (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) * Director's Financial Report
 - (V-G) * Payment of Bills VOTE
 - * Endowment Fund Checks
 - * RESOLUTION: approve closing of Bank of America Accounts & redepositing funds in HSBC account. VOTE
- k. Correspondence: 1) E-mail from Joyce Gore
- l. Next Board of Trustees Meeting: TUESDAY, December 15, 2009 (Note this is 3rd Tuesday)
- m. Adjournment