

AGENDA

Hillsdale Community Library Board of Trustees December 8, 2022 6 pm HCL Meeting Room

- I. CALL TO ORDER: 6:00 p.m.
- II. ROLL CALL: Karen Hill (Acting President), Jim Bowen, George Allen, Joshua Paladino (Secretary), Jessica Spangler (Director)
- III. APPROVAL OF AGENDA: Bowen moved to approve the agenda. Allen seconded the motion. All in favor: 4-0.
- IV. APPROVAL OF MINUTES
 - a. October 2022: Allen moved to approve the minutes. Bowen seconded the motion. All in favor: 4-0.
 - b. November 10: 2022 not available
- V. VISITOR COMMENTS
 - a. Members of the public can make comments at Board Meetings, however Board Meetings are not a public discussion. If you have any items you would like to discuss, please feel free to reach out individually to board members or the Library Director. All contact information can be found on the library website.
- VI. EXPENSE AND REVENUE REPORT
- VII. CIRCULATION REPORT
- VIII. DIRECTOR'S REPORT
 - a. Program Stats
 - i. Biweekly after school crafting (every other Monday 4pm-5pm) has been added to our events
 - b. Remaining donated paperback books and DVDs from over 2 years ago have been sorted. Gaps in our collection have been filled, a few items added, and the remaining items were added to our book sale shelves. Due to the surplus of paperback books and DVDs, we have \$1 bag sale for paperback books and \$5 bag sale for DVDs.
 - c. Vivian Pickard: from Lourdes University: volunteered 5 hours of her time putting together craft-in-a-bag kits.
 - d. A Page has been hired to work every Saturday. Her first day was December 2.
 - e. The Garden Club decorated the library for Christmas December 2.
 - f. The library will be closed December 23 - 26 in observance of Christmas and December 30 - January 2 in observance of New Years.
- IX. COMMUNICATION
 - a. Friends of the Hillsdale Library fundraising raffle in progress.
- X. OLD BUSINESS
 - a. Johnson Controls update: Johnson Controls has been contacted for Fire Suppression Repairs. A technician came out on Nov 14 and stated when he replaced the grounding screw, the grounding fault had disappeared. He did a full fire alarm test with no troubles. On Nov 21, we received a letter in the mail stating the central station received a system trouble signal. After reaching out to Johnson controls, they said this could be due to the batteries/phone line troubles and we were waiting to hear back from on more information. Additionally, Johnson Controls was scheduled to fix the RUT's on Dec 12.

- b. Approval of Library Director Evaluation Form: Allen moved to approve the new library director evaluation form. Bowen seconded the motion. All in favor: 4-0.

XI. NEW BUSINESS

- a. George's term has been approved by council, and he will remain on the board through November 2027.
- b. Jim's current board term expires at the end of December. The School Board will elect a new board member.

XII. BOARD COMMENTS

XIII. FUTURE BUSINESS

- a. Review Policy Manual (a couple policies at a time)

XIV. NEXT MEETING DATE: January 12, 2023 at 5 p.m.

XV. ADJOURNMENT: 7:15 p.m.