

**BOARD OF LIBRARY TRUSTEES
MEETING MINUTES**

DATE: February 11, 2020 TIME: 6:30p.m. PLACE: Main Library
PRESENT: Jocelyn Meek, Chairperson; Lisa O'Donnell, Vice Chair; Frank Ciarfella; Margaret Mone; Joseph Policape; Paul Engle, Library Director
ABSENT: Aminah Pilgrim; Phyllis Ellis
VISITORS: Phillip Hasouris
RECORDING: Tina King

<u>TOPIC/AGENDA</u>	<u>FINDINGS/DISCUSSION</u>	<u>RECOMMENDATIONS/ACTIONS</u>	<u>FOLLOW-UP</u>
1. Acceptance of Minutes	Minutes from November 12, 2019 and January 14, 2020 were approved as submitted.	Motion by Margaret Mone, second by Joseph Policape; voted unanimous.	
2. Hearing of Visitors	Phillip Hasouris spoke about the search for a poet laureate.		
3. Chairman's Report	None		
4. Director's Report	Dedication for our new sign is April 3, 2020. Installation of new security cameras. Did a walkthrough with architect for the ESL and Makerspace room. White Ave doors replaced. Art Gallery and Lingos Auditorium ceilings were painted. Working to switch public internet, public wifi and sign to the OCLN network. Working on getting card access installed to staff areas of library. Attended many meetings and programs.		
5. Sub Committee Appointments	Facilities Committee: Phyllis Ellis & Frank Ciarfella Poet Laureate: Joseph Policape & Anne Beauregard Director Review: Lisa O'Donnell Sub Committees will also include foundation & staff members		

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6. Dedication	Dedication of Thomas P. Kennedy Main Branch sign to be held on Friday April 3, 2020 at 1p.m. Will have a time capsule and biographical plaque Subcommittee: Paul Engle – landscaping Gary King – tent, chairs and time capsule Phillip Hasouris – poetry		
7. John Thomas painting reception	Will need to form a committee		
8. Library Emergency Response document	Hand each employee a copy of this document and offer trainings.	Motion to approve by Margaret Mone, second by Lisa O'Donnell; voted unanimous.	
9. Adjournment	Meeting adjourned at 7:15pm.	Motion by Lisa O'Donnell, second by; Joseph Policape voted unanimous.	