

12/2/2021 RED CABOOSE LIBRARY REGULAR BOARD MEETING MINUTES

Board Members Present: Linda Klopf, Wendy Yager, Gloria Kelly, and Hazel Campesi

Board Members Absent: None

Others Present: Councilwoman Barbara Maurer

The Red Caboose Library Regularly Scheduled Board Meeting was called to order on Thursday, 12/2/2021 at 2:09 p.m. in the River Bend Community Building meeting room with a quorum present.

I. Approval of the 11/4/2021 Minutes: The Board reviewed the minutes of the 11/4/2021 Regular Board Meeting. Motion to accept the Minutes as presented was made by Board Member Gloria Kelly and seconded by Board Member Hazel Campesi.

II. Publicity Plan:

A. Signage: Board Member Hazel Campesi reported on the information given her by Three Guys Signs regarding the size and prices for new signage. After discussion, it was determined that only the smaller signs (18" x 24") would be considered and that Mrs. Campesi would take our existing large vinyl banner to the shop and see if the company could update it and provide a way to change the date and time as required. The discussion was shelved pending this new information.

B. Newspaper: We will check the viability of using newsprint at all.

C. Use of Town Bulletin Board: Work in progress.

D. Board Member Gloria Kelly presented the 4th Revision of the Red Caboose Library Publicity Procedures. The report was reviewed, discussed, and edited.

III. Library Communications:

A. Parks and Rec:

1. Liaison Report: The River Bend Tree Lighting will be held on 12/3/2021. Library volunteers will work together with Parks and Rec and will provide a Christmas Story Reading Hour during the festivities. Parks and Rec. have planned a "Repurposing of Books" craft project. Again, the Library will work with them by providing the books they will need.

B. Town Council:

1. Review of Draft Summary of Accomplishments: 11/26/21 Draft was reviewed, discussed, and amended.
2. Review of Draft of Goals and Objectives, Mission Statement: Draft was reviewed, discussed, and amended.
3. Review of November Town Council Meeting and Work Session: Summary of November Council Meeting and Work Session provided by Councilwoman Barbara Maurer was reviewed and discussed.

IV. General Library Operations:

- A. Inventory Status: On going. Board Member Gloria Kelly will schedule work sessions.
- B. Library Re-organization/ Bookshelves/ Materials: History and Large Print books have been moved.
- C. Changes in Covid Status: None

V. New Endeavors/ Fundraising Programs:

A. Programs:

1. Survey of Children's Programs: A survey will be presented to parents at the Christmas Story Reading Hour. They will be asked to list programs they think that their children might enjoy. We will use this information to formulate future children's activities.
2. Children's Christmas Story Reading at Tree Lighting Ceremony: Susan Martinelli and her neighbor will read. A gift of a story book will be presented to each child attending.

B. Fundraising: On hold until January Board meeting.

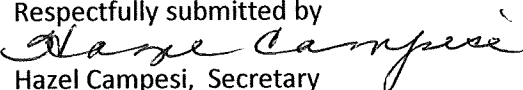
VI. Financial: Oct. 2021 Financial report was submitted by Board Member Gloria Kelly.

VII. New Business: None

VIII. Visitors Comments: None

IX. Adjournment: Motion to adjourn was made by Board Member Hazel Campesi and seconded by Board Member Linda Klopf. Motion passed unanimously. Meeting adjourned at 4:01 p.m.

Respectfully submitted by


Hazel Campesi, Secretary