

REGULAR MEETING OF THE BOARD OF TRUSTEES

HELD ON: Monday, December 18, 2017

MEMBERS PRESENT: Gerry O'Grady, Henry Burney, Frank Murdock, Maria Grady, Robert Murray, Michele Vaccarelli, Mary Ellen Rahilly.

GUESTS: Al Coster, Brian Cleary.

A. CALL MEETING TO ORDER

Gerry O'Grady called the meeting to order at 7:37 p.m.

B. CORRESPONDENCE/COMMENTS FROM THE PUBLIC

There was no correspondence. There were no members of the public present.

C. APPROVAL OF November 20, 2017 minutes

Maria Grady made a MOTION to approve the minutes of the November 20, 2017 meeting. Frank Murdock seconded the motion. The vote was unanimous.

D. Review of Treasurer's Reports

- a) Balance Sheet
- b) General Fund Cumulative Revenue & Expenditure Report (Profit & Loss)
- c) General Fund Warrants
- d) Collateral Report

E. Acceptance and approval of Reports

F. Approval of Warrants for Payment

Robert Murray made a MOTION to approve items a-d and E-F. Frank Murdock seconded the motion. The vote was unanimous.

Brian Cleary discussed the treasurer's report with the Board.

Al Coster reviewed the State Report with the Board and answered any questions that they had.

DIRECTOR'S REPORT

Facilities

The gutters were cleaned out on December 6, 2017.

Schiff and White Funds

As per the Library's attorney, the board should adopt a Resolution, substantially in the following form:

RESOLVED, The Board of Trustees hereby transfers to the Library's General Operating Fund all monies currently in the White and Schiff Funds to be utilized towards Library facility renovations and

DIRECTOR'S REPORT - con't - improvements during the 2017-18 fiscal year, and upon such transfers the White and Schiff Funds will be deemed rescinded.

Gerry O'Grady made a MOTION to adopt the resolution. Henry Burney seconded the motion. The vote was unanimous.

### Social Media Statistics

#### Facebook:

461 likes as of December 13, 2017 (up 7 more since November 13, 2017)  
435 followers as of December 13, 2017 (up 7 more since November 13, 2017)

#### Twitter

229 followers as of December 13, 2017 (up 5 more since November 13, 2017)  
41 following the OBEN as of December 13, 2017 (No change since November 13, 2017)

#### Instagram

57 posts, 111 followers as of December 13, 2017 (up 6 since November 13, 2017)  
35 following (up 1 more since November 13, 2017)

#### Pinterest:

410 average monthly viewers as of December 13, 2017  
(up 364 average monthly views since November 13, 2017)

### Staff Development Continues

We held the third part of our customer service training on Wednesday, December 12th at 9:00am. The presenter, Nicole Scherer, gave a great workshop on Next Level Phraseology. Key phrases and strategies were taught to help staff deal with difficult situations.

### Student Programs

Tech Buddies: Need help figuring out your iPhone or iPad? - January 13 & February 17 at 2:00pm, 2:45pm or 3:30pm (appointment only)

How to Use the Texas Instruments TI-84 - Beginner's Class - Tuesday, February 13, 3:00pm. Grades 7&8.

### Surveys

The surveys collected in print, as well as online, will be analyzed to determine our goals for the future. Based on the community's needs and wants we will work to create along range plan for the years ahead.

### OLD BUSINESS

1. Transom - Action Glass will install the aluminum tubing tomorrow.

OLD BUSINESS - con't.

2. Ventilation wells - Thermal Solutions has installed the hoods.
3. AFLAC - None of the staff is interested.
4. Plymouth Rocket - Eventkeeper/Tixkeeper - There was a discussion regarding the policy for the use of museum passes using Plymouth Rocket and Eventkeeper/Tixkeeper.

NEW BUSINESS

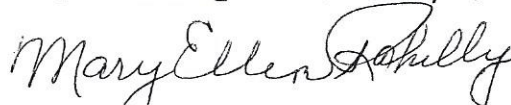
1. Personnel - This matter will be discussed in Executive Session.

NEXT MEETING - The next meeting will be held on Monday, January 22, 2017 @ 7:30pm. There is a conflict with the February and March meetings. The February date is changed to February 12 and the March date is changed to March 26.

Adjourn to Executive Session (for personnel reasons)

Gerry O'Grady made a MOTION to adjourn to Executive Session at 9:10pm. Robert Murray seconded the motion. The vote was unanimous.

Respectfully submitted,



Mary Ellen Rahilly  
Clerk of the Board