

Southwick Library Trustees
Meeting of **December 11, 2018**

Present: Michael McMahon, Tammy Ciak-Bissaillon, Suzanne Davis,
Carol Geryk, Tracy Meczywor, Diane Caruso

Meeting called to order by Chairman Michael McMahon at 7:02pm

There were no public comments.

Communications: Our Strategic Plan and our Action Plan for 2020 have been accepted by MBLC. We have been certified and will receive an award of \$6918.71.

Staff member Heather Paparella has had an article published in the December 2018 edition of the School Library Journal.

Tighe & Bond will make an assessment of town buildings. The Library will be among the first to be assessed.

The new copy machine has been delivered.

Diane will attend the next CWMARS Directors' meeting in Holyoke on Thursday.

Paul and Heather will attend a GALE Resources training session at the Westfield Athenaeum on Friday.

Paul will attend a MLS office program in Northampton.

Legislative Day will occur on March 5, 2019.

The Town Holiday Reception will be held on Friday afternoon 5:00 - 7:00 pm.

Minutes: unavailable at this time

Director's Report: see attached

Old Business: The revised Policy for Computer Use ID was distributed and reviewed. Motion to approve was made by Mike and seconded by Carol. Motion approved unanimously.

New Business: the Budget Form for 2020 has been received and was discussed. Motion to approve was made by Mike and seconded by Tammy. Approved unanimously.

On a motion by Tammy, seconded by Tracy, the meeting was adjourned at 7:37pm.

Respectfully submitted,

Suzanne Davis
Secretary Pro Tem