

**Southwick Public Library Board of Trustees Meeting Minutes  
May 14, 2019**

Present: Michael McMahon (Chair), Maria Gallo, Tammy Ciak-Bissailon, Carol Geryk, Suzanne Davis, and Diane Caruso (Library Director)

The regular meeting of the Southwick Public Library Board of Trustees was called to order at 7:00 PM on May 14, 2019 in the Community Room.

**Public Comment** – no public comments

**Communications** - Diane reported receiving \$300 from CWMARS in an additional small library grant.

- Diane reported that our 'Library of Things' list has been completed, and the items are ready to be loaned out. The list will be in the June newsletter.
- Heather did a webinar on various new scams that are appearing. She will share this information with Paul.
- Diane has been in touch with the MBLC - as we approach 10,000 in population, we will be able to qualify for a small library grant up until we have a population of 12,000. Federal census figures will be used to determine the grant amount. If using the 2020 census figures, it probably will take until 2021 to get the results, the amount will be determined in 2022, and finally awarded in 2023.
- Diane is working on the website for summer reading program registration. The form will be filled out on line, and the registrant will come to the library to pick up the packet and information.
- Diane reported that Wolf Den Pack 338 has planted flowers by the library sign.

**Meeting Minutes** – Minutes of the April 9, 2019 meeting were read and accepted as submitted. Motion to accept made by Suzanne; seconded by Tammy.

**Director's Report** – See attached spread sheet for April.

**Old Business** - The 'Library of Things' list has been completed.

**New business** - Diane presented the results of the annual library survey. There were 45 returns. See attached survey and summary of results.

- Diane will be hiring one Library Page for the summer at the minimum wage. Employment will be from June 17 to August 9 for a total of 8 weeks. Applicants must be available for the entire 8-week period, need not be a high school graduate, and must be at least 16 years old. If a current, qualified volunteer is interested, he/she should apply.
- Applicants for the Library Director position will be interviewed on May 29, 2019 starting at 4:30 PM.

**Adjournment** - The meeting was adjourned at 7:50 PM.  
Move to adjourn by Suzanne; seconded by Tammy. Unanimously approved.

The next Trustees' meeting will be Monday, June 3, 2019