

**Hubbard Public Library
Board of Trustees Meeting
5:30 P.M. Monday, March 12, 2018**

AGENDA

I. Call to order

A. ___ Bailey ___ Carsone ___ Darko ___ Evans ___ Fallen ___ Orlando ___ Sauline
___ Bray ___ Kimble ___ Williams

B. Excuse absent Trustees

1. _____ 2. _____

II. Agenda

A. Approval

1. _____ 2. _____

B. Recognition of guests and/or speakers

- Kenneth Newell – report from Friends

III. Old Business

A. Administer Oath for Trustee Sauline

B. Reading of the Minutes

- February 12, 2018 Regular Board Meeting

C. Committee Reports and Recommendations

- Building and Grounds
- Audit
- Budget/Finance
- Personnel
- Records

D. Proclamation of Appreciation for retiree Tressa DeMatteis – review and sign (enclosed)

E. Discussion of procedures for AED units and report on insurance agent's response regarding liability coverage.

F. Administrative Assistant hiring process update.

IV. New Business

A. Correspondence/ Public Address

B. Fiscal Officer's Report

C. Director's Report

1. Library Activities and Building and Grounds Report:
 - Usage Statistics
 - Department Programming and Activity updates

2. Recommend purchase of 14 public computers and peripherals for the Teen and Children's departments for a total of \$12,118.00.

1. _____ 2. _____

V. Items too late for the Agenda

**The next regular Board meeting is scheduled for 5:30 P.M. on
Monday, April 9, 2018.**