**PAWLING FREE LIBRARY**

**Board of Trustees**

**Minutes of Meeting**

**March 12, 2015**

**Attendees:** Brian Smith, Stephanie McLaughlin, Dennis Munnelly, Nick Robertshaw, Frank Sinisi, Janet Prince, Karen Franco, and Casey Conlin (Director)

**Absent:** Verna Carey, Cliff Johnsen

**Trustees Emeritus:**  George M. Coulter, D.D.S. and Betsy Brockway

**Call to order:** Meeting was called to orderat 6:47.

**Minutes of Previous Meeting**: Approved by Brian Smith & 2nd by Stephanie McLaughlin.  All in favor.

**Director’s Report:**A report was provided to all trustees. Items discussed were:

* the Trustee Dinner to be held on May 6
* new patron seating which has been made available
* the possibility of holding a mini-golf tournament as a fundraiser
* the list of 2015 Library holiday closings

The director’s report was approved by Brian Smith and 2nd by Karen Franco.   All in favor.

**Public Relations:** The Annual Report to the Community will be available by the beginning of June. Details discussed were:

* the need to increase the font size and the size of graphics
* including an ad for the annual PFL book sale
* the best time of year to publish the Annual Report
* the possibility of a more creative layout
* the possibility of having a more detailed report available online

**Book Sale:** Dates are June 20/21 and June 27/28.

* Stephanie has been working on the book sale ad for the booksalefinder website.
* Hours were discussed, specifically first Saturday 8-5 (8-9 is Early Entry) and Sunday 9-4; second Saturday 9-5 and Sunday 9-3.
* Bag sale hours on last Sunday were discussed. Final decision was to hold the bag sale all day on last Sunday.
* Bags for bag sale were discussed.

**Expansion:** Feedback to the architects was discussed, including the need to create a plan that stays within a realistic budget, the need to have a phased approach, and the need for a specific vision.

**Treasurer’s Report:**  Tabled.

Motion to Adjourn by Brian Smith and 2nd by Janet Prince. Meeting adjourned at 8:10.

Respectfully submitted by:  Karen Franco in place of Verna Carey, Secretary

**Next Meeting April 9, 2015 @ 6:45 p.m.**