Call to Order: The meeting was called to order at 4:31 p.m.

Attendees: Trustees Jim Ulsamer/Chair, Sharon Atack, Armando Mustiga, Reggie Kirven, Jan Cullinane, and Alan Peterson; Library Director, Holly Albanese, Commissioner David Sullivan, Community Services Director Joe Mayer, and Friends of the Library/Ron Pokigo attended the meeting.

Approval of Minutes: The minutes of the November 12, 2018 Board Meeting approved.

Monthly Report:
1. Director Albanese handed out monthly reports for October and November...Jim Ulsamer stated he was pleased to see a jump in Circulation and people entering the building. Holly Albanese stated that circulation has been steadily increasing but a majority of increase in foot traffic was due to elections. It was also reported that we are waiting for the new tablet kiosk, which will take the place of the two Literacy Work Stations. These workstations are no longer functioning and have been placed in surplus. The new kiosk will be located in the Children’s Zone, and will probably happen next month. Passports have been increasing and for the 6th year, our program has been recognized with a letter and certificate for a perfect score on the audit.

2. Update on Friends of the Library- Ron Pokigo from the Friends had a handout that listed the new Officers and how they intended to conduct business moving forward. He also complemented Holly Albanese for her work helping them to reorganize from the collapse they experienced last year. Alan Peterson questioned that he thought the old Executive Committee of the Friends decided to turn over the assets to the County. Both Holly Albanese and Ron Pokigo stated that the agreement was if the FOL dissolved, the money would be turned over to the county. The Friends are no dissolving. The Friends Special meeting is January 19, 2019 at the Library.

3. Short Edition Story Dispenser...Holly Albanese stated that she had reviewed all the information and concluded that the system was too expensive, the quality was poor and she did not recommend it...there are alternative systems that work by creating “hot spots” and she is reviewing.
4. Pop-up Book Sale...is happening February 14th, Valentine’s Day, 9 am-1 pm...Holly Albanese handed out a flyer and stated the event will be advertised: PennySaver, Linked In, FaceBook, Twitter, the Tribune and the Observer.

5. Budget. Nothing new to report but Commissioner David Sullivan stated he has the 1st meeting scheduled. Friends stated there might be a shortfall in the funds available in this first year of their reorganization but they will be able to fund all operations...and their membership drive will be a mailing not an email blast.

6. Long Range Plan...is due October 1, 2019...Holly Albanese stated she is open to input from the Board.

7. Other...Commissioner Sullivan mentioned a possible new stream of revenue having to do with "hotspots" that might give far areas of the county the ability to have internet connection. HA stated she will review further and report back….T-Mobile was the carrier mentioned.

- Jan Cullinane asked about Commissioner Mullins visit and Holly Albanese, Joe Mayer and David Sullivan agreed the Commissioner had a good visit and tour.
- Jim Ulsamer stated to David Sullivan that he did not want to see the Sheriff looking at the new site for the Library as a possible site for a new Sheriff's Office.
- Next meeting is **February 11, 2019** and Reginald Kirven stated he will be absent.

Meeting adjourned 5:21pm
Minutes submitted by:
Reginald Kirven, Trustee