

Warren Township Library Advisory Board Minutes

May 25, 2022 @ 6pm

I. Call Meeting To Order

II. Flag Salute

III. Roll Call of Members

- a. In Attendance:
 - i. Nina Antony
 - ii. David Greene
 - iii. Alicia Drozd
 - iv. Cara Perhach
 - v. Valentina Carleo
 - vi. Chris Burkhardt
 - vii. Lynn Mazur
 - viii. Anne Isedeh
 - ix. Donna Java
 - x. Jolanta Maziarz
- b. Absent Member(s)

IV. Public Notice

- a. Secretary Nina Antony read the public notice act

V. Reading and approval of the minutes

- a. Approval of [February 16, 2022](#) Regular Meeting Minutes
 - i. Motioned by
 - ii. Seconded by

VI. Reports

- a. President's Report
 - i. Thank Nina Antony for volunteering on the WTLAB
 - ii. Open Seats on Board
 - iii. Review Goals of LAB and roles of sub-committees
 - iv. Appointment of new secretary
 1. Motioned by
 2. Seconded by
 - v. Review Meeting Norms
 1. Asking questions - Questions are not an attack we are seeking to understand.
 2. Sticking with a problem until a shared agreement
 3. Recognizing progress
 4. All invested in a shared commitment that Warren receives the best services
 5. Team effort

6. Clear communication
 7. Transparency
 8. Action items established
- vi. LAB Money
1. [Proposed Projects](#)
 2. Meeting with Mark Krane Update
- vii. Survey
1. WTLAB Google Account to house surveys and other important documents.
 2. Review of questions to include on the Survey
 3. Next Steps
 - a. Lynn to find out whether we can send the survey using the library mailing list. (SURVEY DISTRIBUTION TOOL #3)
 - b. Rec department to send out the survey when we are ready. President to coordinate getting it sent out. (SURVEY DISTRIBUTION TOOL #2)
 - c. Identify a process getting the survey on the Warren Township Facebook page (SURVEY DISTRIBUTION TOOL #3)
- viii. Board Updates
1. Financial Sub-Committee Report
 - a. Financial Report.
 2. Adult Programming
 - a. Sub-Committee Report
 3. Children's Programming Sub-Committee Report
 - a. Report Summary
 4. Best Practices & Marketing Sub Committee Report
 - a. Report Summary
- b. Branch Manager Lynn Mazur [Report](#)

Old Business

- a. Use library email for marketing

Action Item:

- a.

ACTION ITEMS POST MEETING: