

## Trustee Meeting Minutes May 30, 2018

- Present: Margaret Whalen, Clara Warren, Lisa Ditta, Janet Moller, Erin Begel, Bridget Whalen-Nevin, Judy Taylor, Judy VanArnam.
- Meeting called to order at 6:08 p.m. by Maggie Whalen.
- Reviewed minutes from March meeting. Motion to approve made by Janet Moller and seconded by Judy VanArnam. All in favor.
- Old Business:
  - o Increase of \$1,102 approved by voters on May 15th.
  - o Lisa and Bridget have been working on QuickBooks for future treasury bookkeeping.
  - o Plein Air: 33 artists participating. Discussed possible WWNY coverage; would need someone willing to be interviewed.
- Treasurer's Report (attached):
  - o Balance in checking \$46,398.08.
  - o Funding has been received from Village and Town.
  - o Aubertine invoices have been paid (approx. \$6,000).
  - o \$100 grant received from Stewart's.
  - o \$500 grant received from NCLS. Bridget weeded out collection and will bring out new purchases for Grand Opening of the new addition opening.
- Director's Report:
  - o Summer Reading Program kickoff is June 7. Erin will contact school about including Battle of the Books trophy procession and reception for participating students.
  - o Summer Program at school (July): students will be coming to the library on Tuesdays and Thursdays.
  - o Bridget attended Basic Facility Plan with Rebecca Smith Aldrich – how to take care of your building. Bridget wrote letters for Bullet Aid (money from senators for building improvements) to Addie Jennie and Patty Ritchie. Request has been forwarded to Albany. Discussed involving Village – possibly at a fall meeting, when the building is finished.
- Annual Report:
  - o Report is in Minutes Binder and on website.
  - o Approx. 9,000 library visits in 2017, 801 patrons. 87 programs attended by 1,577 people, plus Summer Reading.
  - o Visits to website: 31,756 in 2017.
  - o Motion to approve JAB memo (Joint Automation Board – our and NCLS's responsibilities) made by Erin, seconded by Judy V, all in favor.
- Construction Update:
  - o Wayne Latham requested a punch list of remaining work. Bridget made list and Trustees will review.

o Wayne Latham and David VanArnam are waiting to be paid for Phase III work. Will discuss budget at June 11 meeting, pending official Phase III approval from the SED.

o Viewed and discussed problems with lawn area (flooding and drainage issues, etc.) Clara would like to spend \$100 to purchase flowers for the property. Motion made by Janet to approve, seconded by Judy V. All in favor.

• Motion to adjourn at 7:58 p.m. made by Erin, seconded by Lisa. All in favor. Next meeting will be June 11.

Respectfully submitted,

Erin Begel

Secretary