

Trustee Meeting Minutes July 8, 2019

Present: Carolyn Noble, Erin Begel, Cheryl Warren, Josh Carter, Bridget Whalen-Nevin, and Joanne Vaillancourt

Absent: Marvenia Graham, Clara Warren

Meeting called to order by Caroline Noble at 6:31.

Public comments: None

Approval of minutes of 06/10/019 - Motion to accept made by Cheryl; 2nd by Erin. All in favor.

Treasurer's Report reviewed:

- Bridget presented the report. Motion to accept made by Erin, 2nd by Cheryl. All in favor. See attached.
- Bridget investigated the 1099, and Whalen Davey & Looney will do it for the library.

Director's Report reviewed:

- Liability insurance: Bridget followed up and waiting to hear back from Lynette.
- WIFI Hotspots: To be reviewed in the Fall when the kids are back in school.
- CPA audit contract has just been received and will be emailed to the trustees.
- The town supervisor has received our list of work that the village is currently doing.
- Megan's salary for the year would be approximately \$24,000 to have her full-time year round. She is an excellent worker.
- Construction update:
 - As of today we still have \$22,350 for the construction grant.
 - The verbal quote from Lapiene was \$2,000 for the masonry work on the Stone Pillars. Erin made a motion to request a written estimate.
- Cork board: Ads / posters are posted on the cork board by Bridget. Bridget will get a price. We need to decide where we are going to install. Will table until Clara Jane returns.
- Ann Doyle memorial donation is at \$5755. Discussed how we should spend the money. Some books were already purchased for ~\$300. A suggestion was to use the money to redo the garden out front. Erin motion's to get an estimate from Miller's; 2nd by Cheryl.

Old Business:

- Welcome Josh as a new library trustee.
- Book Sale:
 - The setup will take place on Thursday on August 1 at 1pm.
 - The clean up will be on Saturday afternoon August 3
 - Discussed having a weeklong bag sale afterwards in order to get rid of the unsold books, and

then offer them for free. Cheryl will see if she can find a charity that will take them.

There will be an artist to do caricatures at the book sale.

- Use of training room policy: We discussed the policy and it was decided that for now the library training room policy will be at the Director's discretion. Motion to accept by Joanne; 2nd by Erin.
- No smoking signs are up.

New business:

- Need a treasurer on the trustee board. The treasurer would supervise Denise Barse and work with Bridget. Josh will review the annual report to get a feel. At the next meeting Josh will let us know if he can or not do this.
- Internet usage policy to be reviewed at the meeting on September 9th meeting.

Announcements:

None

Discussions:

- YTD donations for the Plein Air festival are at \$8,400.

Meeting adjourned – 7:47.

Next Meeting September 9th.

Respectfully submitted,

Joanne Vaillancourt, Secretary