

## **Trustee Meeting Minutes September 9, 2019**

Present: Carolyn Noble, Rose Tallon, Erin Begel, Cheryl Warren, Josh Carter, Bridget Whalen-Nevin, and Clara Warren.

Absent: Marvenia Graham, Joanne Vaillancourt

Meeting called to order by Carolyn Noble at 6:30.

Public comments: None

Approval of minutes of 8/July/2019 - Motion to accept made by Erin 2<sup>nd</sup> by Cheryl. All in favor.

### **Treasurer's Report reviewed:**

- Denise Barse had major surgery and will be unable to work for the library for several weeks. Bridget is doing the Financial Clerk's work at this time. There is currently \$66,194.05 in the checking account.

### **Director's Report reviewed:**

- Construction update: Albany is losing patience in our inability to complete this project. Director has requested a realistic completion date from both Wayne Latham and David VanArnam. Both have agreed to have work completed by September 30th.
- Cork message board decision: The current size does not meet the needs of the community. Clara does not want on ramp. Ramp is the only available space. Director sees no issue with patrons blocking the ramp when they are reading the announcements. Motion to place on wall of the ramp by Cheryl, 2<sup>nd</sup> by Erin. Clara opposed. Motion carries to purchase 4 x 8 message board, painted blue to match the wall, installed on ramp.
- Book Sale update: made over \$100 by keeping the books out. Total: around \$1300.
- Plein Air update: the weekend totaled over \$11k. Next year suggest 2 days to setup the Booksale. Difficult to do in one day, even with volunteers.
- Ann Doyle Memorial Garden: YTD over \$6k donated in Ann's name. Ann's niece and nephew want to give an additional \$5k for a garden. Bridget met with Basta's for design, maintenance and estimates. Daffodils will be included, as Jim courted Ann with them. Jim mentioned to the Director that he will also support its maintenance when \$ runs out. Director will report at the October meeting her progress.

### **Old Business:**

- Liability insurance: Policy is a renewal. Please review and ask any questions at the next meeting.

- WIFI Hotspots: Bridget is still investigating. Need a 4G connection for Mobile HotSpots to work. May not work for everyone, especially on the river. Verizon has received \$ from Senator Richie to upgrade the Broadband for St-Lawrence County. Possible tie-in with collaborative efforts.
- Audit: Director emailed to board members. She will send it again. Need to review and approve. Once approved Bridget will call them to arrange the date.
- Review old Internet Policy and made revisions. Cheryl motioned to accept, 2<sup>nd</sup> by Erin, all in favor. Director will upload updated policy onto our website.
- Josh has agreed to be the board Treasurer, but is unavailable to train until mid-October.

**New business:**

- Vote - Rose Tallon as a new trustee. Erin motioned, all in favor.
- Marvenia Graham has unexcused absences from 3 consecutive meetings making her immediately ineligible for the position of Trustee. President requests the Secretary to write and notify her.
- Betsy Sponable is interested in joining. She has been invited to the next meeting. Her email is [longlake62@gmail.com](mailto:longlake62@gmail.com)
- Josh will be signing checks after the completion of his training. Clara will continue in this role until then, and join Erin as the backups afterwards.
- All those present watched the Sexual Harassment Training Videos as a group, completing the library's requirement of interactive training by the October 9<sup>th</sup> Deadline.

**Announcements:**

None

**Discussions:**

Sep 24: NCLS annual meeting at the Watertown Hilton

Next Meeting October 7 at 6:20

Sexual Harassment: Need a policy. Director will search other libraries and NYS website for this.

**Meeting adjourned – 7:50.**