

The Community Library
Board of Trustees Meeting
12/13/18

Meeting called to order at 1:02 by Ken. Present: Ruth Ashworth, Fred Barnes, Harriet Berard, Linda Carpenter, Ken Hotopp, Janet Sand, Julia Walter.

Absent: Ginny Downs, Dee Neary, Jerry Peters.

No guests, no public comment.

Minutes from last meeting: Revised minutes from November were unanimously approved.

Communications: We missed meeting with the graphic design department/ class at SUNY Cobleskill in the fall semester. Devon will redistribute the logos that were designed last Spring. Meanwhile, the Friends of the Library is near to choosing a logo from an individual student. Devon will pass that or those logos to us as well.

Director's Report: Battle of the Books had an introductory meeting. It has been several years since home- schooled students participated. Circulation numbers were discussed, ours are down, but circulation is down in libraries nationwide.

Treasurer's Report: Devon reported for Jerry. We got \$52,658 in taxes, which is our 20% payment. We're expecting another \$211,060 in taxes in 2019. In December we still have \$19,754.62 in remaining expenses. Next month we should prepare in advance questions for the Finance Committee. The committee should meet formally before our next meeting. Janet moved to pay bills, Linda seconded it and it was passed unanimously.

Facilities: No report. Devon will ask the group who does cleaning and handyman tasks for the Library to dispose of pine flooring debris for a fee.

Personnel: Compiled an evaluation for Devon. Will schedule a meeting to work on more evaluations.

Policy: We are required by the State to have a sexual harassment policy. MVLS has a comprehensive policy. We passed it unanimously as our policy.

Board Development: We voted on webinars we are most interested in having.

Long Range Plan: No report yet, will meet soon.

Building Committee: We should have a third party engineer look at the architect's plans for the west entrance.

New business: Ken has made numerous phone calls to try to find new trustee, with no luck. Fred suggested putting an article in the TJ saying we are looking for trustees. Resumes or 200 words on the person's qualifications can go to Devon.

Julia suggested we read the new nonfiction book "The Library Book" by Susan Orlean as a board, but perhaps wait six months as it is a new book and won't be available in the library system until spring 2019.

Unfinished business: Jean's memorial.

Harriet moved and Linda seconded that we adjourn at 2:45. Respectfully submitted, Julia Walter