

THE RICHARDS LIBRARY



“A GATEWAY TO KNOWLEDGE AND ADVENTURE”

ESTABLISHED 1901
36 ELM STREET
WARRENSBURG, NEW YORK 12885-1625
(518) 623-3011
(518) 623-2426 – FAX

THE RICHARDS LIBRARY BOARD OF TRUSTEES JANUARY 2019 MEETING

Call to Order: President Esther McTague called the meeting to order at 11:03 on 10 January 2019.

Roll Call of Members:

Esther McTague, Suzanne Glebus, John Schroeter, Sue Matzner, John Gitto, Bridgette Connelly-Howe

Excused Members Absent: Suzanne Marthins, John Schroeter

Unexcused Absence: Suzanne Tyler

On Leave: Suzanne Marthins,

Non-Voting Members: Elaine Cowin, Secretary, Gina Colburn, Treasurer, Mike Sullivan, Director

Period of Public Expression: None

Consent Agenda:

-Adoption of Agenda

-Approval of Prior Meeting Minutes

-Treasurer/Financial

Officer Report

Report of Receipts and Disbursements - See Monthly Financials

Warrants – See Monthly Financials

-Motion to Accept as Presented made by Sue M. Second Suzanne G. Unanimous

Correspondence: None

Director's Report:

Accepted as presented. Discussion ensued as to: The switchover from Seeley to National Business Technologies

State of the Library: Computer Usage Up, Reference Questions Down

Attendance Down, Circulation Up, Acquisitions Down, Wi-Fi Up

Current Library Programs offered are full.

Committee Reports:

Committee Assignments:

-Personnel & Nominating: Bridgette Connelly-Howe, Suzanne Marthins, Sue Matzner

-Finance & Budgeting: Gina Colburn, John Gitto, and John Schroeter

- Building & Grounds: John Schroeter & Mike Sullivan
- Long Range Planning: Elaine Cowin, John Gitto, Bridgette Connelly-Howe
- Outreach: John Schroeter
- Fundraising: Suzanne Glebus & Bridgette Connelly-Howe
- Policy: Suzanne Glebus & Sue Matzner

The Board President and Library Director are de facto members of all committees.

Old Business:

- CINTAS Signed Contract.
- New Copier Delivered
- New Website will be up this month
- Email Accounts: We have six newly created Richards Library Trustee email accounts and Bridgette's is forthcoming.

New Business:

- Mike is looking to apply for a Preserve NY Grant for windows
- Annual NYS Library Report portal should open soon.
- ADA Accessible website: Jack Scott from SALS will assist.
- Advocacy Day: Upcoming in February
- CDLC sponsoring Ask a Lawyer for Libraries
- Thurman Discussion: Install in Hotspots for web accessibility. Further research is warranted. No liability.
- Streaming through Facebook page, further research on this as well.
- Letter to Board of Ed for tax levy was read and Mike and Esther will be put on the January Board of Ed agenda.

Period of Public Expression: None

Next Board Meeting Date: Second Thursday of each month at 11:00 on February 14, 2019

Other Business: None

Motion to Adjourn at 12:07 PM made by Suzanne. G. Second: John G. Unanimous

Minutes approved at 14 February 2019 Board of Trustees Meeting