

THE RICHARDS LIBRARY



“A GATEWAY TO KNOWLEDGE AND ADVENTURE”

ESTABLISHED 1901
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THE RICHARDS LIBRARY BOARD OF TRUSTEES 9 MAY 2019 MEETING

The meeting was called to Order at 11:02 AM by President Esther McTague

Roll Call of Members:

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

Excused Members Absent: None

Unexcused Absence: None

Non-Voting Members: Elaine Cowin, Secretary; Gina Colburn, Treasurer; Michael Sullivan, Director, Frank Romano, Financial Consultant

Guests: Sara Dallas, Sarah Gebbie-Measeck

Period of Public Expression: Introduction of Sara Dallas (SALS Director) and Sarah Gebbie-Measack, Potential Trustee

Correspondence: A thank you was received from Cornell Co-operative Extension for use of the community event room for their program of income tax assistance. More than 20 people took advantage of the program.

Consent Agenda Motion: John Schroeter, Second Suzanne Glebus Unanimous

-Adoption of Agenda

-Approval of Prior Meeting Minutes

-Treasurer/Financial Officer Report

1. Report of Receipts and Disbursements - See Monthly Financials

2. Warrants - See Monthly Financials

Director's Report: Accepted as presented.

Committee Reports:

-Personnel: Bridgette Connelly Howe Sue Matzner

-Budget/Finance: Gina Colburn, John Gitto, John Schroeter

-Policy Suzanne Glebus and Sue Matzner

-Whistleblower policy under consideration.

-Circulation policy and Internet use have been updated

-Need Community Event Room Policy and Code of Conduct Updates

-Building & Grounds: John Schroeter and Mike Sullivan

Items under consideration include:

Repair Downspouts

Accent Stripes in Bathroom

Paint Wall in Community Event room

Corner Molding on Library Ave Entrance

Seal Parking Lot and Paint stripes

Library Avenue Wall has increased lean

Security lighting outside children's room

Install solar lights around patio

Remove a couple limbs from Elm Tree

-Strategic Planning: Elaine Cowin, Esther McTague, John Gitto, Bridgette Connelly Howe

Goals and Objectives have been identified and are being developed.

-Outreach: John Schroeter

John reported program going well another person has joined and Countryside Adult Home a new administrator.

-Fundraising: Suzanne Glebus, Bridgette Connelly Howe, Sue Matzner

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

Old Business:

-Preserve NY Grant Awardees will be notified the first week of July 1 Our application was for Window survey.

-Estimate on chimney sleeve from various companies will be forthcoming

New Business:

-Sara Dallas reported on JA fees \$4,787.51; Monthly charge 398.96

-SALS Plan of Service is in development; A member survey will be coming in June.

-Trustee Education will be forthcoming.

-New Library Minimum Standards set to begin 2021.

-Changes in Standards will include Reporting to Community, Evaluating effectiveness, Programming, Access to current library information, Technology to Meet Community Needs, Staff training in

-Technology, Community Partners, Importance of Census

-Privacy Newsletter from SALS is now available

-Submitted letter for Bullet Grant

-Chamber of Commerce Golf Tournament the library will have a foursome

-Census Report: Concern Digital Security, Privacy and Access...trusted connection

78% consider the library as a trusted institution; 1 in 5 households will depend on library to complete census

All library plugged in workstations are secure

Period of Public Expression: None

Next Board Meeting: Thursday June 13, 2019 (second Thursday of each month) at 11:00 AM

Other Business: None

Motion to Adjourn Meeting: Motion made by Sue Seconded by Suzanne at 12:08.

Minutes Approved at 13 June 2019 Board of Trustees Meeting