**The Richards Library**

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“A Gateway to Knowledge and Adventure”

Established 1901

36 Elm Street

Warrensburg, New York 12885-1625

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**THE RICHARDS LIBRARY BOARD OF TRUSTEES JANUARY 2020 MEETING**

The meeting was called to Order at 10:12 AM on January 7, 2020, by President Esther McTague.

**Roll Call of Members:**

Present: Esther McTague, Suzanne Glebus, Sarah Gebbie-Measeck, John Schroeter

Excused Members Absent: Sue Matzner and John Gitto.

Unexcused Absence:

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

Public Laura Weick

**Consent Agenda Motion:**  Motion to accept by John Schroeter. Second by 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

**Period of Public Expression:** Laura Weick commented on how great the library looks.

**Correspondence**: Letters of gratitude to Mike from Mrs. Amberger’s film class.

**Director’s Report:** Accepted as presented. Discussion ensued as to the slight decline in library usage**.**

**Committee Reports:**

 -Personnel: (Sue Matzner Sarah Gebbie-Measeck)

-Budget/Finance: (John Gitto, John Schroeter, Frank Romano, Gina Colburn) approval was granted on recommendation of the committee for the May 2021 tax levy of $214,030.00.

-Policy: (Sue Matzner, Elaine Cowin, TBA) Looking at Building Use/Community Event Room for next policy meeting on date to be determined.

-Building & Grounds: (John Schroeter, John Gitto) The roof leak has been detected and repaired.

-Ad Hoc: (Elaine Cowin, John Gitto) As per out 2019 Board Evaluation, the responsibilities of Board Members were discussed.

-Outreach: (John Schroeter) John makes semimonthly visits to County Home.

 -Fundraising (Suzanne Glebus, Elaine Cowin, TBA) Meeting date to be scheduled.

 Board President Esther McTague and Director Mike Sullivan are ex officio on all Committees.

**Old Business:**

 **-**Challenge grant has been submitted ($5000) for building existing condition survey

 -Mike’s evaluation will be forwarded to him at a date in the near future.

 -Preserve NY Grant has been dispersed to members for perusal and questions.

 -E-mail security has been working.

 -Fiscal Management Review from Frank.

 -LARAC grant still pending.

**New Business:**

 **-**Accept Bridgette’s resignation with regret. Motion by John. Second Sarah. Unanimous.

 -Nominations for VP Esther nominated Sarah. Motion by John Second by Suzanne. Unanimous.

 -Search for New Member is underway and looking positive

**Other Business:**

 **-**Board PresidentEsther McTague expressed gratitude to Sue Matzner for conducting the sexual harassment training.

**Period of Public Expression:** None

**Next Board Meeting:**  Tuesday February 4, 2020 at 10:00 AM.

**Motion to Adjourn Meeting:** Motion by Sarah. Second by John. Unanimous at 11:23 AM.

**Minutes Approved at 4 February 2020 Board of Trustees Meeting**