

THE RICHARDS LIBRARY



“A GATEWAY TO KNOWLEDGE AND ADVENTURE”

ESTABLISHED 1901

36 ELM STREET

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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 President Esther 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