

THE RICHARDS LIBRARY



“A GATEWAY TO KNOWLEDGE AND ADVENTURE”

ESTABLISHED 1901
36 ELM STREET
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THE RICHARDS LIBRARY BOARD OF TRUSTEES FEBRUARY 2020 MEETING

The meeting was called to Order at 10:04 AM on February 4, 2020 by President Esther McTague.

Roll Call of Members:

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

Excused Members Absent: Sue Matzner

Unexcused Absence:

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

Consent Agenda Motion: Motion by Sarah; Seconded by John S.-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: None

Correspondence: None

Director's Report: Accepted as presented

Committee Reports:

-Personnel: Director's Evaluation has been completed.

-Budget/Finance: Letter to WCS BOE in regard to placing the proposition on the May 2020 ballot; to be delivered today, 4 February 2020.

-Policy: Committee recommends accepting revisions to Building Use-Community Event Room Policy; Accepted by unanimous vote.

-Building & Grounds: See New Business

-Ad Hoc:

-Outreach: Going smoothly.

-Fundraising: Meeting set for 14 February 2020 @ Noon.

Old Business:

-LARAC grant approved; awaiting contract.

-SALS construction grant approved. Mike and John will meet via telephone with Paul Mayes to begin discussions.

-Amendments to Fiscal Management Plan accomplished and accepted.

New Business:

-Garage Sale spaces need to be determined and given to Chamber as soon as snow melts. We set our own prices and police our own spaces.

-Letters to prospective Board Members to go out soon.

-Create a NEW policy regarding requests for web links from our web page.

-Reaffirmed co-signers of checks.

-Discussion of recognition for Bridgette and Frank.

-State of the Library Report: It was noted that a drop in attendance and circulation occurred throughout SALS. It was also noted that a drop of website hits has occurred. Our accessions have surpassed out withdrawals for the first time. Another notable occurrence is that our holds placed and holds satisfied is about equal. Approaching the end of the rural gateways funding grant. (Pushing the Limits); Library comparison stats were noted.

Period of Public Expression: None

Next Board Meeting: Tuesday March 3, 2020 at 10:00 AM

Other Business: Warrensburg Town Board Meeting, Wed., 12 February 2020 at 7 PM-Esther and Mike

Motion to Adjourn Meeting: Motion by John S. Second by Suzanne. Unanimous at 11:05 AM.

Minutes Approved at 3 March 2020 Board of Trustees Meeting