

THE RICHARDS LIBRARY



“A GATEWAY TO KNOWLEDGE AND ADVENTURE”

ESTABLISHED 1901
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THE RICHARDS LIBRARY BOARD OF TRUSTEES SEPTEMBER 1, 2020 MEETING

The meeting was called to Order at 10:02 AM on Tuesday, September 1, 2020 by President Esther McTague.

Roll Call of Members:

Present: Esther McTague, John Gitto, Suzanne Glebus, Sue Matzner, Sarah Gebbie-Measeck

Excused Members Absent: John Schroeter, Gina Colburn

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

Public: None

Period of Public Expression: None

Correspondence: None

Consent Agenda Motion: Sue, Second by Sarah, Unanimous.

-Adoption of Agenda

-Approval of Prior Meeting Minutes

-Treasurer/Financial Officer Report

All Financials were tabled until received.

1. Report of Receipts and Disbursements - See Monthly Financials

2. Warrants - See Monthly Financials

Director's Report: Accepted as Presented. Discussion ensued as to searching appropriate platforms for continuing story time during pandemic school year.

Committee Reports:

-Personnel: Pre-Director's Search continues...candidate must have Bachelor's degree as decreed by NYS standards for our sized library.

-Budget/Finance: First Committee Meeting to be set

-Policy:

-Building & Grounds:

-Ad Hoc:

-Outreach:

-Fundraising:

Old Business:

- Information on Newsletter Possibility: USPS Bulk rate set up fee is \$500 which is cost prohibitive at this time. Mailings Made Easy rate is forthcoming but they provide all addresses within the school district.
- Architect Visit that had been postponed is upcoming for inclusion in the possibly submitting a SALS Challenge Construction Grant for a Building Condition Survey of the inside and outside of the library to include bullet points of concerns and digitized drawings and assistance in writing the challenge grant.
- Contact Tracing: Warren County declined offer.
- Phase 3 Expanded Service will begin Monday, September 14, 2020.
MWF Book Pickup by Appointment Continues
TTH 10:00 am -2:00 pm Open for computer use (30 minutes) and faxing, and copies by appointment.

New Business: Sara Dallas annual visit Tuesday, October 6, 2020 at 10:00.

Period of Public Expression: None

Next Board Meeting: Tuesday, October 6, 2020 at 10:00 AM.

Other Business: Trustee Search Sue will invite interested candidate to October Meeting and all should be thinking of possible candidates.

Motion to Adjourn Meeting: Motion made by: Sarah, Seconded by: Sue, Unanimous.

Minutes Approved at 6 October 2020 Board of Trustees Meeting