

Lake Pleasant Library
Board of Trustees Meeting
January 7, 2014

Present: Trustees: Richard Frisk, Frank Mezzano, Nancy Seifts, Marion Wilbur, Toni Morrison, Karen McComb

Absent: Eileen Higgins, Laura O'Connor, George Sengenberger
Debbie Desrochers (Director), Marty Shean (Staff)
Carol Waller (Friends of the Library)

The meeting was called to order by President Richard Frisk at 4:34pm

1. The minutes of the December 3, 2013 meetings were reviewed
Motion to accept (Frank); seconded (Toni); passed unanimously
2. Report of Officers
 - A. President's Report (Richard Frisk)
 - As reported last month, a correction to term expirations needs to be made. Nancy Seifts is the only term expiring in 2013. A letter to the Town Board will be sent to approve her re-appointment. An updated list of Board members and term expirations is attached as an addendum to these minutes
 - The LEC completed the donation mailing. Currently we have received \$11,635 (30 bricks for \$4,500 and \$7,135 in donations.) Carol Waller has been sending thank you notes from the Friends. Frank, Rich and Karen met with a large benefactor, the extent of contribution as yet to be determined.
 - To make up the \$47,000 shortfall in funds as explained at the last meeting, we (with the consent of SALS and the State) amended our Stage 2 grant application to \$199,000 and applied for a Stage 3 grant of \$175,000 and will apply (at this point) for a Stage 4 grant for \$175,000. Assuming we receive 50%, our matching contributions for Stages 3 and 4 plus contingency costs total \$200,000. To meet grant requirements, we need to have \$87,000 by August. We currently have the \$11,000 from donations and a \$2,500 donation from Senator Farley.
 - To alleviate some concerns which have been received, the public is to be assured that the door to the Director's office will remain open when the Library is open, making that position accessible to patrons and no additional staffing will be required with the new addition
 - The Library website needs to be updated with expansion updates and should include the open door policy as well
 - Election of officers for 2014. Motion (Toni); seconded (Frank) to continue with the current slate. President (Richard Frisk), Vice President (Karen McComb), Secretary (George Sengenberger), Treasurer (Nancy Seifts)
 - Update on generator installation: trench has been dug into the crawl space, once the ok is received from Jim Reiss, the propane can be installed

- New York State requested information on our starting status for Stage 1; our response included the generator installation

B. Treasurer's Report (Nancy Seifts)

- Revenue Control Reports for 2013 and 2014 were distributed. There may be a few bills to be debited to 2013 and any balance transferred to fund balance which currently has \$27,300. Motion (Toni), Seconded (Frank) to allow transfer of monies between line item for end of year reconciliation. No discussion; passed unanimously
- The H fund is a non-budgeted fund (capital improvement) with a balance of \$75,397
- At the request of Friends, Nancy will reprint with line item for Friends donation and expenses for the after school program

3. Committee Reports

A. Collection (Debbie Desrochers)

- Total items purchased for 2013 by month was distributed. This does not reflect donated items.
- While we are lacking in children's non-fiction, there does not appear to be a demand for them.
- A local Adirondack author has a new book out; Debbie will research to purchase
- Committee meets tomorrow

4. Director's Report (Debbie)

- Written report for December distributed
- Discussion on pursuing the SALS Technology Challenge grant with the historical society. Marty was asked to look into this and since the deadline is Jan. 23rd, she would need more information before she will commit to.

5. Friends of the Library Report (Carol Waller)

- Question on whether the 180 day timetable pertains to Stage 2 grant monies; for each stage we can and will apply to the State for a one year extension.
- Request that Friends be notified of LEC meetings
- The next Friends meeting will be Jan. 14th at 4:30; Rich will attend

6. Old Business

- Election of officers for 2014 completed with President's Report

7. New Business: none

Motion to adjourn (Marion); seconded (Nancy) at 5:35pm; approved

Next meeting Feb 4 2014 @ 4:30pm

Respectfully submitted

Karen McComb, acting Secretary