

Lake Pleasant Library  
Board of Trustees Meeting  
September 2, 2014

Present: Trustees: Richard Frisk, George Sengenberger, Nancy Seifts, Marion Wilbur, Toni Morrison; Laura O' Connor  
Absent: Frank Mezzano, Karen McComb,  
Debbie Desrochers (Director), Marty Shean (Staff);  
No representatives from FOLPL

The meeting was called to order by President Richard Frisk at 4:05

1. The minutes of the Aug. 6, 2014 meeting were reviewed

Motion to accept Marion Wilbur

2<sup>nd</sup> Toni Morrison

Accepted unanimously

George said he has been authorized to send minutes of our meeting to the Town Board and to the FOLPL BOD.

**2. President's Report (Richard Frisk)**

Richie attended FOLPL annual meeting. Discussion limited to By Laws so issues BOT wanted to raise will be dealt with at the next meeting.

Richie explained the need for BOT approval of ASSURANCES in SALS grant proposals. He read the items in it and asked for approval. George made a motion to approve; Laura seconded. Passed unanimously.

Grant is due Friday. We have over \$44,000 as our match and will likely be close to \$45,000. We needed \$43,750. There is a problem and Grant Committee will meet on Thursday to decide how to proceed.

Richie reviewed the money raised by the various fund raising efforts. We have raised about \$8,000 this summer. Quilt raffle \$815; Woodcarving \$250; Basket raffles June \$530; July \$580; August \$730. About \$2800 at cookout; bricks have been about \$2000 since we took over.

Richie has reserved a table for book sale at the Town Wide garage sale at the Pavilion. He will pay the \$10 fee. It was suggested we sell coffee and baked goods at this event on September 13. BOT members and any others who might want to contribute would let Toni know.

The 501 C 3 is under review. Has been sent to person responsible on August 14. Richie has her name and phone number. He will contact around Oct. 1 if he has not heard before then.

Richie met with Shirley Smith. One item discussed was the Leap Pads Marty said she could not use them in the after school program and as a result the BOT said they would not accept them. Shirley said that FOLPL wanted to provide some for the Children's room. A discussion was held about their value. Marion moved to accept two or three for now and decide on more later. Laura would research and tell FOLPL what we would accept. They would be signed out as the computers are signed out. George seconded. Passed unanimously.

**3. Treasurer's Report (Nancy Seifts)**

Nancy reported that it is budget time. She provided information about the current budget for review. All of Nancy's information will be on file in the Library with these minutes. It appears Library and office supplies are a little over budget. George asked if that was the source of our payment for the 501 C 3 application. It was and that is likely the reason for the overage. Budget information is due September 20. We only need to submit a total needed. Richie said he and George will serve as the budget committee. We will likely stay close to the 2013 budget with a request to return some of our \$3,000 cut from 2009. We will create a item line budget for Nancy to use to deal with our spending.

Richie reported that our thermometer for donations is ready and he talked to Randy about putting it on the side of the Library building.

It was brought up that one of the reasons for our excessive electrical use might be the two de-humidifiers which operate 24/7 and this will be looked into to see if they are working properly.

#### **4. Library Director's Report (Debbie Desrochers)**

The Collection Committee will meet Wednesday September 3. All suggestions are welcome.

Now that the summer rush is over, Debbie will be putting in a number of donated books into the system. Quite a few are WWII nonfiction books.

Director's Report will be on file with these minutes.

USB flash drives (2 GB) are on sale for \$5 in the Library.

A short discussion as to why many volunteers did not attend the Volunteer Recognition Party. It was decided we should schedule the date in the spring and hold it earlier – end of July or early August.

There was a discussion about the problems we have had with computers related to the shutting down of the AC at night. General consensus was that this should not affect computers and there might be other issues causing the problem.

#### **5. No FOLPL report as no representatives were present.**

#### **6. Old business**

A review of the evaluation form for staff was held. It was agreed that the form was well done and a few items would be considered by the committee. Laura moved to accept the form as a temporary evaluation form and review it after we had used it some. Marion seconded. Passed unanimously.

Debbie and Marty asked if FOLPL could be asked if the tables we usually used in the after school program would be available after FOLPL had its last book sale.

A discussion was held about the way the after school program is financed. It was agreed that the current system is not workable and would not be acceptable in an audit. Richie said FOLPL was willing to put money into the Library account and Nancy would keep the records and we would determine if more money was needed or if some should be returned at the end of each year.

Marty presented us with a report on her spending on the after school program. The new program will start in October and she has \$94 credit from the \$1000 set by FOLPL. After some discussion Toni moved that Richie ask Friends, in a letter, to add \$500 to this year's after school program budget and to fund the 2015 budget with \$1500 for the program. Any surplus would be applied to the next year or returned to FOLPL at the end of the budget year. Nancy seconded. Passed unanimously.

Toni announced that the Trunk and Treats would be held this year Oct. 31 (Friday) at the library. All BOT and any others are asked to support this.

Toni will attend the ALCA program on grant writing for programs it will be held at the Town Offices. Debbie will try to attend as well.

#### **7. New business**

George asked that two items be on our October agenda:

1. A review of how our website is operated and how we can improve it and gain more control over it. Staff will gather the information needed.

2. There needs to be a discussion in depth for the STOP GO plan. By October we will know about our stage 3 grant and the BOT will need to make a decision. Richie agreed it will be on the October agenda.

Motion by George to adjourn, seconded by Toni adjourned at 5:30

Next meeting Tuesday October 7 at 4:30 PM

Submitted by  
George Sengenberger

