

Minutes of the March 6, 2018 Regular Meeting  
of the  
Lake Pleasant Library Board of Trustees

Members Present: Richard Frisk, Karen McComb, Frank Mezzano, Toni Morrison,  
Kathy O'Connell, Amy Peters, Nancy Seifts  
Members Absent: Dickie Mayers, Laura O'Connor  
Staff Present: Sherry Matthews  
Guests Present: None

Meeting Called to Order 4:00 p.m.

- I. No Public Comments.
- II. Motion to approve the minutes of the February 6, 2018, meeting was made by Richard Frisk, seconded by Kathy O'Connell, and passed unanimously.
- III. Friend's Report: None
- IV. Report(s) of Officers
  - A. President's Report – Karen McComb
    1. Karen McComb attended last night's Town Board Meeting and stated that Joy had asked why the library closing (for inventory) wasn't advertised in the paper. Joy was informed by Karen that Sherry had contacted the paper to place an ad and they had not returned her call.
    2. Kathy O'Connell completed Off the Shelf article for March, Laura will be completing the article for April.
    3. The code enforcement officer has approved the new sign and the project is proceeding.
    4. Karen McComb updated the Board on the Open House scheduled for 8/10/18. The event is being spearheaded by Debbie O'Rourke and a discussion ensued regarding theming and budget for the event. Motion to set budget for event at \$1000 made by Frank Mezzano, seconded by Amy Peters, and passed unanimously.
    5. Karen inquired about the plaques for Marion & George to be awarded at the Open House. Nancy Seifts will have drafts for the Board to review at the next meeting. The Board will order two of each plaque – one for the recipient and one for the Library.
    6. Karen updated the Board on a past supporter of the Library and asked that the members sign the card provided.
    7. Regarding the issue of the Town Board meetings being held at the library, Karen McComb stated that the Town Board has tabled a decision pending their investigation of the library space available. Should they decide they wish to use the space, a meeting room form must be completed with the Director.
    8. Regarding the painting of the attic– Karl Eckhoff will paint the room on Friday with the help of Lift staff from Camp of the Woods.

B. Treasurer's Report – Nancy Seifts

1. Nancy Seifts said regular budget looks good. The Fund balance at the end of 2017 is approximately \$22K.
2. There was a question regarding \$1,000.00 deposit in the H fund that should be entered in L fund – Nancy will look into resolving this matter.

V. Committee Reports

A. Collection Committee – S. Matthews

1. Report is attached. Next collection committee is scheduled for March 13<sup>th</sup>.
2. Inventory has begun and is moving along.

B. Construction Report – Richard Frisk

1. Richie stated that he will contact Mike regarding the attic and side entrance doors. Sherry will contact kitchen designer regarding completion of the kitchen.

C. Personnel – Amy Peters

1. Evaluations have been completed and sent to committee members.

D. Fund Raising – Laura O'Connor

1. No report.

E. Programs – Kathy O'Connell

1. Tea party will be scheduled for late March or early April.

F. Community Involvement – Amy

1. No report.

VI. Director's Report: Sherry Matthews

1. Report is attached.
2. Regarding the punch list items: Friends will move upstairs bookshelves to the Twigs. Dick Blase completed the needed work, the carrels have been ordered.
3. Regarding the fiber optic lines: SALS will need to be informed so there is no interruption of internet service. Completion date TBD.
4. Website update: Sherry has not had time to complete necessary changes.

VII. Old Business

1. Library Review Board – Toni Morrison will have a list of possible members for the next meeting.
2. Volunteer Handbook – Sherry has put the information together and will present it to the Board next month for their review.
3. Frank Mezzano inquired as to the time frame for the completion of the website and Sherry said she expects it to be ready in a month.
4. Frank Mezzano will contact the builder of the gazebo to check on the progress of the project.

VIII. New Business

1. None

Motion to Adjourn @ 5:30 p.m. made by Frank Mezzano, seconded by Nancy Seifts and passed unanimously.

Respectfully Submitted,

Toni Morrison, Secretary