Minutes of the April 3, 2018 Regular Meeting

of the

Lake Pleasant Library Board of Trustees

Members Present: Richard Frisk, Karen McComb, Frank Mezzano, Richard Mayers,

Kathy O’Connell,Nancy Seifts

Members Absent: Amy Peters, Laura O’Connor, Toni Morrison

Staff Present: Sherry Matthews

Guests Present: None

Meeting Called to Order 4:00 pm

1. No Public Comments.
2. Motion to approve the minutes of the March 6, 2018, meeting was made by Frank Mezzano, seconded by Richard Frisk, and passed unanimously.
3. Friend’s Report: None
4. Report(s) of Officers
5. President’s Report – Karen McComb
6. “Off the Shelf” articles written and submitted by Kathy and Laura have not yet appeared in the newspaper. Karen contacted Pete Klein who has passed them along for printing. We will wait to write/submit more articles until the past ones have been published.
7. Plaques for George/Marion - Parchment on walnut plaque will be made. One for each of them and one for the library to display will be made. Wording to be tweaked and logo difference discussed.
8. Propane tank – Karen brought the issue to the village board, but no quarum so put on hold. ? leave as is unless issue? Change and split cost between library and town? Will wait to see what attorney and Village board have to say. Jim Reis and Randy picked the spot due to plowing and tanl filling concerns. Protocol not followed. Not a pressurized line. Will not pass liability as Jim volunteered his services.
9. Treasurer’s Report – Nancy Seifts
10. Nancy is having trouble getting paperwork in time to do monthly report. Closeness to town board meetings and paperwork delivery needs to be discussed/resolved.
11. $1, 000 Library Fund donation has been resolved.
12. $200 donation for painting attic paid. Paint used will be a separate bill next month.
13. Waiting on some DASNY funds.
14. Committee Reports
15. Collection Committee – S. Matthews/T. Morrison

Report is attached. Next collection committee is scheduled for April 10th.

1. Construction Report – Richard Frisk
2. New price for gazebo –we will get 2017 price usp $150-160 @ 7,000 pd ½ $3,498
3. Heat issues – Ritchie contacted TriCounty – they are checking plans to see if anything closed, are thermostats ok?
4. Paving – may be as early as Mid June as town is early in schedule. We payed them already, Friends also has so we are ok to pave by back entrance.
5. Problem with DASNY payment: DBA for Jeff needed for $6000 to be reimbursed and need Mike to send letters of work done and paid.
6. Attic – now painted. Ritchie has added switch covers and tape for no storage areas.
7. Back door – ordered via Ritchie/Mike discussion. Same as Friend’s door with window, bar, and keyless entry. No handicapped entrance will be on back entrance.
8. Need help with bricks – contact Ritchie as to when you can help with order form printing/centering.
9. Publicity – L. O’Connor

No report

1. Fund Raising – L. O’Connor, K. McComb

Excess craft and fabric sale being planned for July 10th 2-6 pm

1. Personnel – A. Peters, K. McComb

No Report

1. Programs – K. O’Connell, T. Morrison, S. Matthews

Need to meet – many ideas to be firmed up and scheduled. Need school calendar so that plans have no conflicts.

1. Community Involvement – A. Peters, R. Mayers

No report.

1. Finance – N. Seifts, F. Mezzano

No Report

1. Director’s Report – S. Matthews
2. Report is attached – all notes below are from meeting discussion
3. Inventory has begun and is “continuing”. Tanisha has been given extra hours to continue inventory. 8 hours logged so far.
4. Building – Discussion ensued after plans for cabinets for kitchen/workroom were shared. Cost more than anticipated, need for so many cabinets, workbench leg space and height were discussed. Frank made a motion that we authorize Ritchie to review plans/space involved/cost vs need and purchase kitchen cupboards and equipment. Seconded by Dickie. Passed.
5. Open House – Ordered: Gift bookmarks $ 80.99 (still need tassel), cocktail napkins $146.53, Ad will run in paper + by invitation, library note cards (150) $88.85.
6. Old Business

1. Library Review Board – Toni Morrison has one member (Jane Zarecki) and will continue to recruit
2. Volunteer Handbook – Almost done. Karen and Kathy will proof read what is done for mechanics and content. Sherry will forward “How To”portion to them when finished.
3. Website – no progress as of yet and it needs to be ready for when sign comes. Priority
4. Dusty books – following SALS recommended 5 year removal. Series may not be included in that process. Tanisha is packing them up for donation to the place Toni found (THANK YOU TONI). All board members should grab a few when they stop in and mail them.
5. New Business

None

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

Respectfully Submitted,

Katherine O’Connell for Toni Morrison, Secretary