

Minutes of the January 2, 2019, Regular Meeting
of the
Lake Pleasant Library Board of Trustees

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

Meeting Called to Order 4:01 pm.

I. PUBLIC COMMENTS:

None

II. Motion to approve the minutes of the December 4, 2018, meeting was made by Kathy O'Connell, seconded by Frank Mezzano, and passed unanimously.

III. Friend's Report:

A. None.

IV. President's Report – Karen McComb

- A. Regarding allocation of funds from Friends – Karen requested that Friends be notified when funds are spent and a description of the purchases that were made with the funds.
- B. New Library hours go into effect today, Sherry will track library usage for future comparison.
- C. Karen will attend the town board meeting on January 7th to present new and returning board members to town for approval. N.Welch til 2019 – R Mayers. N Germain – end of 2021 R Frisk.

V. Treasurer's Report – Nancy Seifts

- A. Financial reports were distributed. There may be remaining bills yet to be received/paid.
- B. A motion to approve line transfers as needed was made by Frank Mezzano, seconded by Kathy O'Connell and passed unanimously.
- C. The H fund shows an overdraft, however, Nancy Seifts stated that the \$4000 received from DASNY yet to be deposited.

VI. Committee Reports

- A. Collection Committee – Sherry Matthews

1. Report is attached.

B. Construction Report – Frank Mezzano

1. Frank Mezzano informed the Board that Rich Frisk did an exemplary work managing the building project and should be commended for a job well done. The Board agreed.

C. Personnel – A. Peters

1. No report.

D. Publicity – L. O'Connor

1. Final draft of brochure was distributed to the board. Motion for Sherry to send out for printing was made by Frank Mezzano and seconded Nancy Seifts and carried.

E. Fund Raising – L. O'Connor, K. McComb

1. No report.

F. Programs – K. O'Connell, T. Morrison, S. Matthews

1. A calendar of events for January and February were distributed for Board review and will be distributed at the board meetings in the future.

G. Community Involvement – A. Peters

1. No report.

H. Finance – N. Seifts, F. Mezzano

1. No report.

VII. Director's Report – S. Matthews

1. Due to staff training in Saraoga on 1/23/19, the library will open at 2 PM.
2. Program calendars were distributed for January and February.
3. Pearsall Grant for landscaping – Sherry is working on the application.
4. Challenge Grant funding – Nancy will investigate.
5. Regarding requested work to be done – Karen and Frank will meet with Mike to address request.

VIII. Old Business

1. Securing of exterior drop box – Mike Visscher will be contacted.
2. Sherry will order a desk for her office.
3. Valentine's Day Auction: Toni Morrison will put together items for a basket to be auctioned via Facebook.
4. No action was taken regarding the Volunteer Handbook
5. A motion to approve distribution of a patron survey created by Kathy O'Connell was made by Toni Morrison, seconded by Karen McComb and carried,

IX. New Business

1. Motion to approve new board members as follows: Nancy Welch for serve remaining term of Richard Frisk and Nancy Germain to serve the remaining term of Richard Mayers was made by Karen McComb, seconded by Amy Peters and passed unanimously.
2. Meeting room policy was discussed at length, no action was taken at this time.

Motion to Adjourn @ 5:33 p.m. made by Kathy O'Connell, seconded by Nancy Seifts and passed unanimously.

Respectfully Submitted,

Toni Morrison, Secretary