

Minutes of the November 5, 2019 Regular Meeting
of the
Library Board of Trustees

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

Meeting Called to Order by 4:03 p.m.

- I. Public Comments: None.
- II. Motion to approve the Amended Minutes of the October 1, 2019, Regular Meeting was made by Frank Mezzano, seconded by Nancy Welch, and passed unanimously.
- III. Friend's Report: None
- IV. President's Reports – Karen McComb
 1. President McComb reviewed the 2020 Library preliminary budget with the Board. The budget is expected to be adopted on 11/18.
 2. The Five-Year Plan of Service as requested by SALS was discussed at length. A motion was made by Nancy Seifts, seconded by Kathy O'Connell, to begin the process of developing a plan as required by NYS Education Department in January of 2020 and passed unanimously.
- V. Treasurer's Report – Nancy Seifts
 1. Financial reports were provided to the board prior to the meeting. The proposed budget was discussed.
 2. On the motion of Frank Mezzano, seconded by Kathy O'Connell, and passed unanimously, the following Resolution was approved by the board: Resolved to Rename the Budget Line L7410.100 from Library Aide to Library Assistant and Budget Line L7410.103 from Library Temp. Aide to Library Aide.
 3. On the motion of Nancy Seifts, seconded by Nancy Germain and passed unanimously, the following Resolution was approved by the board: Resolved that a line in budget titled L7410.411 be created and designated for the purpose of purchasing E-Books.
 4. Regarding the H Fund, a donation from LPSA will be moved to the L Fund due to earmarking for collections, specifically additions to the Adirondack Collection.
- VI. Committee Reports:
 1. Collection - Report is attached.
 2. Publicity - No Report.

3. Building - No Report.
4. Personnel - No Report.
5. Fundraising - The Gift Card Tree Raffle has been successful and will probably return in 2020. Additional possibilities include selling tote bags. Karen asked to keep ideas coming.
6. Events – Upcoming events include:
 - i. St. Nicholas Day program will be held December 6th. Further information will be forthcoming.
7. Community Involvement – Karen requested information from community survey to be included in the five-year plan. Questions regarding the best way to obtain responses from surveys was discussed.
8. Finance – No report.

VII. Director's Report: S. Matthews

1. Report was provided to the Board prior to the meeting.
2. Holiday Stroll – volunteers will be needed for this event. Sherry has obtained vendors for the event.

VIII. Old Business

1. Raffle Tickets for the gift card tree will be available for purchase at the Holiday Stroll.
2. Kathy O'Connell is handling the removal of cellar stuff.
3. A thank you to LPSA for their recent donation was sent by Sherry.
4. Survey results are being compiled by Kathy O'Connell.

IX. New Business

1. Appointment of Nancy Welch to term of the Board beginning 1/1/20, motion to appoint Nancy Welch to a Board term beginning January 2020, was made by Frank Mezzano, seconded by Kathy O'Connell and passed unanimously.

Motion to adjourn was made at 5:05 p.m. by Nancy Welch, seconded by Nancy Germain, and passed unanimously.

Respectfully Submitted,
Toni E. Morrison, Secretary