

Bolton Free Library
Board of Trustees Meeting

Agenda

August 28, 2019

1. Roll Call of Trustees and Meeting Called to Order

Joy Barcome (2021)	Emma Calautti (2020)	Pat Cianci (2023)
Carla Cumming (2022)	Doreen Martin (2021)	Rebecca Cooper (2020)
Maryellen Moseman (2023)	Michelle Pollock (2024)	Julie Whitney (2024)

Officers: President – Carla Cumming, Vice-President – Michelle Pollock, Secretary – Joy Barcome. Treasurer – Maryellen Moseman and Julie Whitney

2. Review and Accept Minutes of July Meeting

3. Treasurer’s Financial Report for July

4. Director’s Progress and Service Report for July

5. Executive Committee Meeting

6. Committee Reports

- Financial
 - Meeting with Becky Herrick
 - Grant check into Capital Fund
 - Budget Request to Town of Bolton
 - Operating Fund
 - Capital Fund
- Policies and Procedures (chair – Joy Barcome)
 - Sexual Harassment Training
 - Must be finished by October 2019
 - Megan to send link again
- Fundraising (chair – Emma Calautti)
 - Wine Tasting
 - Luncheon at Lakeside
 - Quilts’ Raffles
 - Farmers Market
 - Roaring 20’s Gala
 - Connie Smith and Brendan Murnane
 - Thank you night for volunteers – between Thanksgiving and Christmas
 - Set a date
 - Autumn event at the Conservation Club
 - “Dinner at the Library”
 - Sip and Paint
 - House Tours
 - Thirty-One Party (Fran Taitel)
- Buildings and Grounds (chair – Carla Cumming)

- Tree removal
- Grant for energy efficient windows
- Appointment for furnace maintenance for September
- Annual Book Sale (chair – Michelle Pollock)
 - Thank you notes to volunteers
 - Final Tally
- Sunshine Committee (chair – Julie Whitney)
- Grants (chair – Pat Cianci)
 - NYS Grants- next round
 - Grant for addition
 - New modem
 - SAM Registration
 - Redesign of Circulation desk and area
- Personnel
 - Employee Evaluation
 - Update the Employee Handbook
 - Director’s Evaluation
- Approval of Committee Reports

7. Old Business

- Replacement for Kirsten
- Idea of no fines

8. New Business

- Doing Library Business by Email
- Appeal Letter
- Chamber Dinner

9. Communications

- SALS email concerning public library minimum standards
- North Country Xerox concerning Cloud Faxing
- SUNY Adirondack Notary Course

10. Town Board Meeting

- Trustees to Attend September, October, November, and December Meeting

11. Events

- **Trivia: September 9 and 23**
- **Book Club: September 17**
- **Front Porch Forum Program: October 9th**

12. Next Meeting

- September 25 at 7pm