

**Bolton Free Library**  
**Board of Trustees Meeting**

**Agenda**

**July 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)  
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

**\*\*\* Brenden Murnane from Bolton Landing Brewery to address us and offer assistance with fundraising. \*\*\***

**2. Review and Accept Minutes of June Meeting**

- Review how to use Google Docs

**3. Treasurer’s Financial Report for June**

**4. Director’s Progress and Service Report for June**

**5. Committee Reports**

- Financial
  - Quick Books – not for profit edition
  - Meeting with Becky Herrick
- Policies and Procedures (chair – Joy Barcome)
  - Sexual Harassment Training
    - Must be finished by October 2019
- Fundraising (chair – Emma Calautti)
  - Wine Tasting
  - Luncheon at Lakeside
  - Quilts’ Raffles
    - Farmers Market
  - Roaring 20’s Gala
- Buildings and Grounds (chair – Carla Cumming)
  - Proposal for Replacement of Windows
- Annual Book Sale (chair – Michelle Pollock)
  - Posters to hand out
  - Sign-up sheet for trustees
- Sunshine Committee (chair – Julie Whitney)
- Grants (chair – Pat Cianci)
  - SAM registration
  - NYS Grants- next round
  - Grant for addition

- New modem
- Personnel
  - New chair - Carla
  - Employee Evaluation
    - ❖ Update the Employee Handbook
    - ❖ Director's Evaluation

**6. Old Business**

- Tree Removal

**7. New Business**

- Replacement for Kirsten

**8. Communications**

- Copy of Signature Page of SALS/MVLS Agreement
- Kenneally and Tarantino – Lamb Estate

**9. Town Board Meeting**

- Trustees to Attend September, October, November, and December Meeting
- We will skip August and start again in September

**10. Events**

- **Trivia: August 5<sup>th</sup> and 19<sup>th</sup>**
- **102 Club: August 12<sup>th</sup>**
- **Front Porch Forum Program: October 9<sup>th</sup>**

**11. Next Meeting**

- August 28 at 7pm