

Bolton Free Library
Board of Trustees Meeting
AGENDA
June 27, 2018

1. Roll Call of Trustees and Meeting Called to Order.

Maryellen Moseman (2023)	Patrice Cianci (2023)	Joy Barcome (2021)
Jim Senese (2021)	Emma Calautti (2020)	Julie Whitney (2019)
Carla Cumming (2019)	Michelle Pollock (2019)	Kirsten Crist (2022)

2. Review and accept minutes of May Meeting.

3. Treasurer's Financial Report

- Monthly report for May
- Lists of checks for May

4. Director's Progress and Service Report.

5. Committee Reports

Financial (Chair: Maryellen, Julie)

Policies and Procedures (Chair: Joy, Emma,)

Whistle Blower Policy

Bylaws update

Disaster Plan

Fundraising (Chair: Emma, Jim)

- Plant Sale (May 26) update
- Gala (August 11)

Buildings and Grounds (Chair: Carla, Maryellen and Jim)

Annual Book Sale (Chair: Carole (Volunteer), Carla, Kirsten)

- July 27- 29

Sunshine Committee (Chair: Julie)

Grants (Chair: Carla - Liason)

Jim signed and mailed FS-10-A to the Kim Anderson at the Div. of Library Development, Cultural Ed Center in Albany as directed. Amount = \$8235. Carla has a signed copy for the files.

Personnel (Chair: Julie, Joy, Emma)

-Summer Hours- Proposal to revise hours closing 4PM on Saturday and extend Monday closing time to 8PM. Need motion and vote.

- Oath of Office. Library trustees must take an oath of office. Jim will administer the oath of office at his next meeting in July.

6. Old Business

- Ron Conover & George site visit regarding basement flooding
- Memorial Book Drop
- New flag and tree pruning
- Gail Borkowski, owner in Heritage Village wrote a children's book. Invite her to share her book via a community event (Joy). Need to set a date.
- Dance Classes

7. New Business

- Episcopal Church Lottery
- Ad placement for not-for-profit community events (ad vs. donation)

8. Communications

- Vince and Jim renewed the System for Award Management (SAM) registration online. Jim is in the process of sending a certified letter to the Federal Service Desk as

an administrator removing Vince's name. **Update:** still working on renewal since I received notice that we did not renew in the system.

9. Events

Motion to adjourn.

NEXT MONTHLY MEETING WILL BE July 25 AT 7:00PM