

Bolton Free Library
Board of Trustees Meeting

Agenda

June 26, 2019

1. Roll Call of Trustees and Meeting Called to Order

Joy Barcome (2021)	Emma Calautti (2020)	Pat Cianci (2023)
Kirsten Crist (2022)	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

2. Review and Accept Minutes of May Meeting

- Review how to use Google Docs

3. Treasurer’s Financial Report for May

4. Director’s Progress and Service Report for May

- Summer Schedule
- Isabel Simon

5. Maryellen asks to be excused from all committees due to work constraints

6. Committee Reports

- Financial
 - IRS Response- copy of extension from Becky Herrick
 - Becky Herrick agrees to continue as our CPA
- 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
 - Sign-up sheet for trustees
- Buildings and Grounds (chair – Carla Cumming)
 - Appoint new trustee to committee
 - Proposal for Replacement of Windows
 - Tree by flagpole
 - Restring flag pole
 - Remove tree
 - Meeting with Ike to discuss Grant options
- Annual Book Sale (chair – Michelle Pollock)
 - Tote bags with library logo

- Posters to hand out
- Sign-up sheet for trustees
- Sunshine Committee (chair – Julie Whiney)
 - Thank you note to Barry Kincaid
- Grants (chair – Pat Cianci)
 - Wood Foundation and the Adirondack Foundation
 - SAM registration
 - NYS Grants- next round
 - Grant for edition
 - New modem
- Personnel
 - Appoint new trustee to committee
 - New chair by next month
 - Employee Evaluation
 - ❖ Update the Employee Handbook
 - ❖ Director's Evaluation

7. Old Business

- Summer hours start

8. New Business

- Kirsten Crist resignation from board
- Replacement for Kirsten
- Carla thanked Kirsten
- League of Women Voters Request
- Financial Concerns

9. Communications

- Kirsten Crist's Resignation Letter

10. Town Board Meeting

- Trustees to Attend September Meeting
- Report for June meeting
- We will skip July and August and start again in September

11. Events

- **Trivia: July 8th and 22nd**
- **Trivia: August 5th and 19th**
- **102 Club: August 12th**

12. Next Meeting

- July 24 at 7pm