

Bolton Free Library
Board of Trustees Meeting

Agenda

October 22, 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 September Meeting

3. Treasurer’s Financial Report for September

4. Director’s Progress and Service Report for September

5. Executive Committee Meeting

6. Committee Reports

- Financial
 - Meeting with Becky Herrick
 - Budget requests
 - Grant check
- Policies and Procedures (chair – Joy Barcome)
 - Sexual Harassment Training
 - Must be finished by October 2019
- Fundraising (chair – Emma Calautti)
 - Wine Tasting
 - Quilt Raffle
 - Roaring 20’s Gala
 - Thank you night for volunteers
 - Thursday, December 5
 - Sip and Paint
 - House Tours
 - Thirty-One Party (Fran Taitel)
- Buildings and Grounds (chair – Carla Cumming)
- Annual Book Sale (chair – Michelle Pollock)
- Sunshine Committee (chair – Julie Whitney)
- Grants (chair – Pat Cianci)
 - NYS Grants- next round
 - Grant for addition
 - Redesign of Circulation desk and area
- Personnel (chair – Carla Cumming)

- Employee Evaluation
 - Update the Employee Handbook
 - Director's Evaluation
 - Megan's PTO remaining
- Approval of Committee Reports

7. Old Business

- Appeal Letter
- SUNY Adirondack Notary Course
- SALS – Public Library Minimum Standards
- Reverse Advent Calendar
- Friends of the Library

8. New Business

9. Communications

10. Town Board Meeting

- November – Michelle and Joy
- December – Rebecca and Carla
- Report on October meeting

11. Events

- **Trivia: October 21, November 4 and 18**
- **Book Club: November 19**
- **Mah Jong**
- **31 Party – Wednesday, October 23**
- **Thank you party – Thursday, December 5**

12. Next Meeting

- Wednesday, November 20 at 7pm
- December meeting – Wednesday, December 18 at 7pm